

## Instrumental Purchase Scheme Form

Supplier Details	
<b>Name:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Email:</b>	

Instrument Details	
<b>Make:</b>	
<b>Model:</b>	
<b>Serial Number:</b>	
<b>Price INCLUDING VAT:</b>	
<b>Price EXCLUDING VAT:</b>	
<b>Delivery Charge:</b>	
<b>Total Cost:</b>	

PLEASE NOTE: Parents / Carers are liable for any delivery charges levied by a supplier.  
Please include this amount in the total purchase cost.

Pupil Information	
<b>Name:</b>	
<b>School:</b>	
<b>Day of Lesson:</b>	
<b>Time of Lesson:</b>	

I CONFIRM that this instrument will be in use in school during normal school hours.

Parent/Guardian Information	
<b>Name:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Email:</b>	
<b>Signature:</b>	
<b>Date:</b>	

<b>Instrumental Tutor Name:</b>	
<b>Instrumental Tutor Signature:</b>	
<b>Area Manager Name:</b>	
<b>Area Manager Signature:</b>	

Please send this form and cheque to the address below. Please make cheques payable to Lincolnshire County Council.

Lincolnshire Music Service  
Myle Cross Centre  
Macaulay Drive  
St Giles  
Lincoln  
LN2 4EL

PLEASE NOTE that the instrument will not be ordered until the cheque has been cashed by the County Council. Delivery will be to School c/o Instrumental Tutor to hand over during normal lesson. Home delivery or personal pick up from supplier is not permitted.

We collect this data in order to aid us in purchasing your instrument and in accordance with HMRC rules and regulations. We will only share your data when it is necessary to do so and will not share your information without your consent unless the law requires or allows the council to do so. Our full privacy policy can be viewed at [www.lincsmusicservice.org](http://www.lincsmusicservice.org).