

THE HENRY WATSON MUSIC LIBRARY

Terms and conditions

Our orchestral and choral music sets are used by many societies, to help us promote and prolong the use of our performance sets please adhere to the following points:

- A set is loaned to an individual member of your society; they alone are responsible for it. You must inform the music library if your representative changes
- It is the representative's responsibility to check the contents of the set at the time of issue and report any discrepancies to a member of staff immediately
- All sets must be returned on time and in original condition
- If markings are unavoidable they should be made lightly with a soft pencil and erased before returning the set. Any sets found to have suffered further damage on return will not be accepted and may incur further charges
- Please do not stick extra labels on copies for numbering purposes
- Fines will be charged for overdue sets. If you have any difficulties please contact the music library as soon as possible
- We require you to replace any copies which are lost or damaged on return
- Please be considerate as other societies may be waiting for your music set which they will expect to receive on time, complete and in good condition
- Please credit The Henry Watson Music Library on your programmes as appropriate
- No loans will be made to Societies with outstanding accounts or items overdue

Group Name

Representative's signature

Date