

# **Vista Murrieta High School Band Instrument Rental Information**

The Vista Murrieta Instrumental Music Department owns and offers a limited inventory of instruments that are available for rental. There is a nominal rental donation of \$75 per school year, per instrument. This donation must be collected by the school bookkeeper (Payments can **NOT** be made to the band director or the band booster parent club for instrument rentals). In addition to wind players wanting to rent an instrument, we also ask all percussion to donate to cover the cost of mallets, head, and other percussion supplies that need to be replaced annually.

## **Distribution Date, Time, and Location**

**TBA**

**We will release distribution dates and times as soon as our social distancing orders are lifted.**

In order to have an instrument checked out to you, **you must bring a proof of payment receipt** from the school bookkeeper when you come to check your instrument out. Payment can be made in the following ways:

1. To pay by Cash or Credit Card – go to the VMHS Bookkeeper’s office during regular office hours (7:30am-3:00pm daily Monday – Friday).
2. To pay Online – go to [www.VMHS.net](http://www.VMHS.net) and follow the “Online Purchasing Directions” found on the back side of this handout.

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### **Online Purchasing Directions**

**Step 1** – Go to [www.vmhs.net](http://www.vmhs.net)

**Step 2** - Click on the "Buy Online" link found on the lower left side of the main page. This will direct you to the "Trading Post Online" page.

**Step 3** – All students already have accounts set up. To access your account, sign in with your 9 digit permanent student ID# as your username (9 Digit can be found on your ABI account or on your report card) and then enter your password, which is the first letter of your first name and full last name (all lower case/all one word).

**Step 4** – Click on the "Buy Online" link found at the bottom of the "Trading Post Online" page. This will direct you to the "Trading Post" page.

**Step 5** – Click on the "Performing Arts" link found on the lower left side of the page.

**Step 6** – Once on the "Performing Arts" page, select "Band Instrument Rental" and follow the checkout instructions.

**Step 7** – Once you have clicked on the "Instrument Rental" item, follow the instructions to check out.

**Step 8** – Print out your "Proof of Purchase Receipt".

**Step 9** – Bring your receipt to your band director to check out an instrument.