

# MUSIC & ARTS™

## MUSIC LEARNING CENTER – an affiliate of Music & Arts

### Online Rental Instructions

- Go to [www.musiclearningcenter.org](http://www.musiclearningcenter.org)
- Click on the Instrument Rentals tab and find the blue box with red text “**CLICK HERE TO RENT NOW**”
- Type in the zip code of your student’s school, choose the grade your student will be in for the 2021-2022 school year, and click "search". **DO NOT ENTER SCHOOL NAME!**
- On the following page, select your student's school FROM THE LIST. If your student’s school is not listed, use the “Refine your search” tool to the right.
- Next, click on the instrument you will be renting. For string instruments, follow the measuring guidelines to select the appropriately sized instrument for your student or call the Music Learning Center for more help. Percussion rentals come in 3 options, a bells (mallet percussion) only kit, a drums only kit, or a combo kit. Ask your student’s music teacher for more information about their requirements. Click continue.
- On the next page, select your preferred trial period option. We offer a 3 month trial period as well as a 10 month trial period for a low, one-time cost. Once the trial period expires you will be charged the standard monthly rate until you return or exchange the instrument for a buyout.
- You will also see a box that is checked that says, "Include Liability Damage Waiver." This covers all repairs on the instrument and loss from fire/theft\*. This is optional, but **highly recommended**. Click continue.
- Enter the student’s first and last name. In the “Renter’s Information” fields, enter the first and last name of the person who is **paying** for the rental, which should also be the person filling out the form.
- Enter the Identification Number of your Government Issued ID such as a Driver’s License, Passport, or Residency Card, in the “Government Issued ID” field. The Rental Terms & Conditions are provided for your convenience. Check the box to accept the Rental Terms & Conditions and click “Add To Cart”.
- Create an account through Music & Arts by entering the **payer’s** first name, last name, and email, then create and retype a unique password. Click create account.
- At the top of the Shipping Information page, select your preferred deliver method. You may pick up the instrument at Music Learning Center (use “**Pick up at store**”), have your instrument delivered to your child’s school (if applicable) for no extra cost (use “**Pick up at school**”), or have your instrument delivered to your home for an additional fee (use “**Ship to home**”). Once the school year has begun, we suggest you choose “**Pick up at store**” for the fastest turnaround time.
- Fill in the pickup information if applicable. Click continue.
- Type in your Payment info and billing address. Click continue.
- Finally, review and place your order. You will see an order confirmation appear on your screen. You will also receive a confirmation email.
  - We will call you once your order is received – usually the same day – and let you know that it can be picked up. Thank you!
  - Please keep in mind that your child will need more than just their instrument to be successful. Music Learning Center has a list of your teacher’s required method book and accessory preferences. These items are to be purchased separately from the rental. If you plan to pick up your rental at Music Learning Center, we will help you find the right supplies for class in store.

**Questions! Please give us a call and we will be happy to help!**

**(203) 748-1444**