



Handbell Musicians
O F A M E R I C A

| Area 9

CHIME LOAN PROGRAM APPLICATION

Name of Educator: _____

Name of School: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Are you or your organization a Handbell Musicians of America member? YES NO (circle one)

Have you or your organization ever been a member of Handbell Musicians of America? YES NO (circle one)

If yes, when and where? _____

Please attach a plan describing how the chimes will be incorporated into your music program. Include which age groups or grade levels will be involved. Also discuss how the handchimes will be stored and secured. In addition, please send a current resume of the music teacher who will be implementing the handchime program.

If selected, I agree to abide by the terms of the grant program as detailed. I agree to accept responsibility for the proper care and maintenance of the handchimes, as well as for their return or replacement if lost or damaged. I agree to abide by all U.S. copyright laws.

Educator's Signature

Date

Administrator

Date

Administrator's Name (printed): _____

**AREA 9
HANDBELL MUSICIANS OF AMERICA
CHIME LOAN PROGRAM**

The Chime Loan Program was established by Area 9 in 2003 in order to promote the use of handchimes and handbells in educational settings in the states of Oklahoma and Texas. A Three-octave set of Malmark handchimes was purchased for this purpose in honor of the 50th anniversary of the Handbell Musicians of America (“The Guild”). Since that time, we have added a second set of three-octave Malmark chimes for use in this program.

The loan program is for one school year. Applications for use in summer programs will also be considered. For all programs, the chimes must be returned at the end of the school year or no later than July 1.

Any organization within Area 9 is eligible to apply for the Chime Loan Program; however, preference will be given to schools. Handchimes will be loaned only once to a particular organization except in extenuating circumstances. The program is open to both Handbell Musicians of America members and non-members.

The deadline for applications is July 30th prior to the beginning of the school year. Applications will be submitted to the Area 9 Education Coordinator. The Area 9 Board, or a committee appointed by the Area Chair, will review the applications and grant the handchimes.

RESPONSIBILITY OF AREA 9

At the beginning of the loan term, a three-octave set of Malmark handchimes and supporting educational material will be shipped to the school at the expense of Area 9. An experienced mentor will also be assigned to be available to the music teacher to answer questions and provide support. Furthermore, a one-year membership to Handbell Musicians of America will be provided.

RESPONSIBILITY OF THE SCHOOL

The school receiving the handchimes must use the handchimes as part of their regular curriculum during the loan period and are requested to use the handchimes in at least one concert or program during the loan period. They must also provide insurance coverage based on the replacement value of the instrument while in the possession of and in transit from the school. The organization must adhere to all copyright laws. Photocopying or reproducing any of the materials provided without prior approval of the copyright holder is forbidden. Any violation of copyright law will result in the grant being rescinded immediately.

By January 1 of the loan term, the school is asked to send a brief report to the Area 9 Education Coordinator describing how the chimes have been used thus far. A final report will be submitted within one month of the conclusion of the loan term. The reports may be published in print or online publications of Handbell Musicians of America or Area 9.

At the conclusion of the loan term, the chimes are to be returned to the Area Education Coordinator at the school’s expense. If the organization will be pursuing the purchase of their own set of chimes, they may keep the educational materials.

Return completed applications to:

Venita MacGorman
Area 9 Education Coordinator
5221 Ladbrook St
Norman, Oklahoma 73072
education.area9@handbellmusicians.org



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