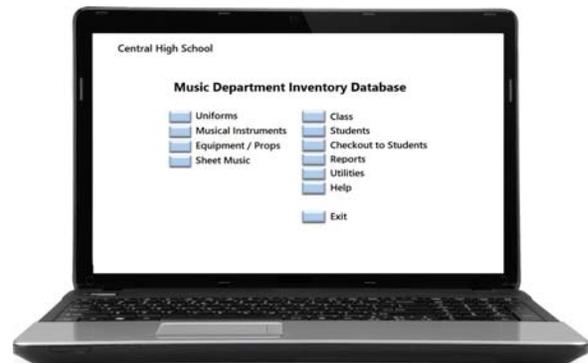


## Looking for a way to inventory your *Music Department* ?



The  
***Music Dept. Inventory Database***  
is an easy-to-use application for tracking your

- ✓ *Uniforms (and Orchestra / Choir Formal Wear)*
- ✓ *Instruments*
- ✓ *Equipment / Props / Flags*
- ✓ *Sheet Music*

Combine it with our best-selling *Custom-printed Labels* and you can have a well-organized band/orchestra/choir inventory.

## The **Music Dept. Inventory Database** has 4 modules available - **Uniforms, Instruments, Equipment/Props, & Sheet Music.**

The software is available for a **FREE** 30-day trial.

Download it from the website and try it today.

This is a MS Access database that is installed on your PC . It is a one-time cost - no monthly fees. This is not a web-based application.



### Features:

- Create inventory records for all your uniforms and accessories, musical instruments & cases, equipment/props/flags and sheet music
- Do Searches for uniforms, instruments, etc. by a wide variety of criteria
- Create contact/measurement records for each student/performer
- Check-out uniforms, instruments, flags and music to students
- Print a variety of reports - to your printer or to a pdf (to email)

### Uniforms

Each Uniform(or formal wear) piece will have its own TagID, size / measurements and checkout history. Create one record and copy it for fast data entry.

The screenshot shows the 'Uniforms' database interface for Central High School. The record displayed is for a 'Marching Band Jacket' with Tag ID 3523. The description is 'Band Jacket - Red with black and white trim. Tails.' The uniform type is 'Jacket', category is 'Marching Band', color is 'Red', and fabric is 'Polyester'. It is an adult size 36, unisex, in good condition, acquired in 2002. The cost is \$275.00, replacement cost is \$300.00, and rental fee is \$10.00. The cleaning code is '2-Dry Clean Only' and the storage location is 'Main Storage'. A photo of the red jacket is shown on the right side of the interface.

### Instruments

Create a detailed record for each instrument, assign it to a band or orchestra (Activity / Class) or check it out to a student - plus track its repair history.

The screenshot shows the 'Instruments' database interface. The record displayed is for a 'Snare Drum' with Tag ID 10016. The description is 'Dynasty 14" x 5" Signature Profession Series Concert Snare Drum'. The category is 'Percussion', item type is 'Snare Drum', and the instrument maker is 'Dynasty'. The model is 'Signature', size is '14" x 5"', and color/finish is 'Brown'. It is in good condition, with a cost/value of \$675.00, replacement cost of \$800.00, and rental fee per item of \$150.00. It was acquired in 2016 from 'Lone Star Percussion'. The case ID is '0007 - Snare Drum Case' and the storage location is 'Closet 2'. A photo of the snare drum is shown on the right side of the interface.

## Equipment/ Props / Flags

You can create a record for each piece of equipment / prop / flag and assign it to a class or activity. Check out equipment to students or faculty and track costs and repairs

## Sheet Music

#	Select Part	Select Student	Date Checked Out *	Date Checked In *	Check-in Condition	Notes
2001	Conductor's Score	Messick, Margaret	10/26/2017	10/26/2017		
2002	Trumpet 1	Messick, Peter	10/26/2017		*	

Sheet music can be cataloged and checked out to student band, orchestra or choir members. Print reports/letters with checkout records.

## Student / Performer Records

Each student / performer can have their own record with measurements, contact info, class or activity they belong to, checkout history and more.

Date Of Measurements:	10/26/2017										
Jacket Size:	M	Shirt Size:	38	Pant Size:	12	Vest Size:	M	Cummerbund Size:			
Dress Size:	12	Skirt Size:	12	Leotard Size:	M	Glove Size:	M	Shoe Size:	8	Hat Size:	M

## Checkout Uniforms, Instruments & Equipment

Create a checkout-record for each student. Print a list of everything they have checked out. Go to Quick Check-in to scan each item returned for a quick and accurate check-in process.

Tag ID #	Name	Check-Out Date*	Return Due Date	Check-In Date*
0003	Marching Band Jacket	11/10/2017	6/1/2018	5/19/2018
0090	Black Band Pants	11/10/2017	6/1/2018	5/19/2018

## Already have your data in Excel?

We can import your data from Excel to the Music Dept. Inventory Database tables so you don't have to re-enter any data. Send us a copy of your file so we can take a look at it and give you a quote. Import costs are usually \$50 to \$75.

## Costs / Payment:

The software price is a one-time fee. (No yearly costs.) We work with a lot of schools and universities. We are happy to provide you with all the paperwork needed to become a vendor. We accept Purchase Orders, Credit Cards or Checks.

## Steps to create your inventory:

1. Install MS Access on your PC. (MS Access only works on PC's with Windows. A free MS Access Runtime software is available.)
2. Download and Install the *Music Dept. Inventory Database*
3. Choose and order the right Inventory Tags for your garments and Labels for your instruments cases, flags and equipment
4. Apply the tags & labels
5. Create an inventory record for each uniform, accessory, instrument, sheet music and piece of equipment you want to track

*Now you are ready for the next school year !*

Call, Email or visit our website today and see how we can help you.



Call - 855-468-8247  
www.uniforminventory.com  
info@uniforminventory.com

Uniform Inventory Resources is a part of Costume Inventory Resources  
© 2018 Costume Inventory Resources - Davis, CA, USA