



Upper Midwest Flute Association

Guide for Using the UMFA Contrabass Flute

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CAUTION: Read this entire guide BEFORE assembling the flute.

Important cautionary notes:

- Assemble and disassemble CLOSE TO THE FLOOR and above a SOFT SURFACE.
- Have a PARTNER assist you at least the first time you assemble/disassemble the flute. The parts are heavy, so have your partner “spot” the pieces in case they slip from your hands. To adjust the height, have your partner adjust the stand height or the peg while you hold the flute.
- After putting the flute away, make sure to zip BOTH ZIPPERS before you pick up the case. Please LOCK the zippers as shown below.
- When assembling the flute, make sure to TIGHTEN THE BOLTS on each joint so that the pieces don’t fall apart and land on the floor.
- When disassembling the flute, make sure to LOOSEN THE BOLTS on each joint before separating them.

Cleaning:

After each time you play the contrabass flute, please swab the inside using the cotton cleaning cloth. Before you return it, please polish the entire instrument (including tops of keys) and sanitize the mouthpiece using an alcohol swab. Be careful not to brush against the undersides of the key pads while polishing.

Assembly: See attached instructions.

Reminder about rental agreement:

- **Renter will not allow anyone else to play or touch the rented instrument.** Renter is responsible for the care of the instrument and is expected to clean the instrument after each use and return it in good condition.
- **Renter may be responsible for covering the cost of repairs** if the flute is damaged during their rental period due to their negligence. If the cost of repairs is less than the deposit, the remainder of the deposit after repairs will be returned.



Guide for Using the UMFA Contrabass Flute

Assembly:

- READ CAUTIONARY NOTES FIRST.
- Set up the contrabass stand. It should be about 6 feet tall at first, then you can adjust it depending on the height of the flute.
- Unlock the zipper. The code is 000.
- Start assembling from the bottom of the flute. MAKE SURE TO TIGHTEN BOLTS on each joint as you go. If you know what height you want on the end peg that rests on the floor, set it correctly at the beginning.
- The joints of 3-4 and 2-3 are marked with nail polish to guide alignment.
- Have someone help you adjust the height of the stand once the flute is assembled. It should be supported entirely by the stand and the end peg.

Assembled contrabass flute



Parts of the instrument

Top section of case



Bottom section of case



End peg height can be adjusted for the comfort of the player.



Bolts on joints must be tightened/loosened during assembly/disassembly.



Zippers lock to keep case securely closed.

