1. Go to PCSB Focus and log in. 
https://focus.pcsb.org/focus/index.php

2. If you do not have a Focus Parent Portal Account, click the green box and follow the steps to create one and then login.

3. After logging in, select Student Reservation System from the Focus Menu.

4. Select “My child currently or previously attended a Pinellas County public or charter school”
5. Select “Musical Instrument Rental Form”

6. Enter your child’s name and date of birth and “Search” to pull up the contract.