GUIDELINES for
STEINWAY 9-FOOT MODEL D CONCERT GRAND PIANO

1. The use of the Steinway, 9-foot model D concert grand piano is restricted as such:

   For recital purposes; recitals and master classes for piano performance majors; piano faculty; guest pianists sponsored by the university; vocal classes, instrumental master classes and most recitals; choral concerts and rehearsals; campus ministry events and services; public rentals and the like.

2. Only individuals who know they have permission from Music and/or Dr. Milton Schlosser may make use of this instrument. (Campus Ministry for worship purposes, Conference Services in the summer.)

3. When taking off the cover, make sure to lift the cover up and remove it without dragging it across the body of the piano as this may damage the finish. Under no circumstances is the cover ever to be put on the floor. If the cover is dirty, do NOT put it back on the piano unless there is a clean cotton sheet to put on the piano FIRST.

4. The instrument should remain locked and covered at all times unless it is being used for recital or rehearsal purposes. [The exception would be if the cover is dirty and therefore should not be used for the moment.]

5. The piano should never be moved out of the Chapel (not even into the Chapel Lounge or Gym) unless express permission has been given by Dr. Milton Schlosser or his designate.

6. Objects such as microphones, piano books, choral scores, and hymnals are NOT to be placed on the piano. At no time should food and drink be put on or near the Steinway.

7. If there is any problem or concern with the performance of this instrument, please contact the Fine Arts Office (780-679-1532) without delay. The piano is serviced only by Edmonton professional piano technician Rick Wiens (R.W. Piano Service) or by another technician under his direct supervision. Under no circumstances should an unauthorized individual service the piano.

8. Only advanced performance students preparing for any university public performances and/or juries may book practice time one to two weeks prior to the performance or jury date. Student bookings are done through Charlene Brown (FLC1-335F).

9. The piano should NOT be cleaned by anyone without the permission and supervision of Dr. Milton Schlosser, Valerie Bailey, or (in the summer) Conference Services. Normally, cleaning will be done by Dr. Schlosser and his students periodically and not by custodial staff. This instrument requires rigid cleaning guidelines so that the finish is not damaged. A slightly damp soft cloth, a tiny amount of vinegar, are the only items needed. Rubbing should take place in long strokes WITH the grain of the finish (which is to say long strokes along the LENGTH of the piano).