

# PIANO POLICY

## PRIVATE STUDIOS, CLASSROOMS, AND PRACTICE ROOMS

*Please*

- Do not move the piano or remove piano lids without assistance.
- Do not let any objects, including music stands and chairs, touch the piano.
- Do not eat or drink on or near the piano.

*This instrument may not be used as a prepared piano.*

If you are performing or composing a piece that calls for prepared or extended use, the following practice rooms are available:

Rooms 422, 423, and 424 in the School  
Rooms 2-O and 2-P in Andersen Residence Hall

*For assistance, please contact Piano Technical Services at 917-493-4425, [pianotech@lists.msmnyc.edu](mailto:pianotech@lists.msmnyc.edu), or Facilities at 917-493-4448.*

# PIANO POLICY

## PIANOS FOR PREPARED OR EXTENDED USE

Prepared or extended use is considered any use of the piano that involves touching more than the keys and pedals.

The following practice rooms are available for prepared and extended use:

Rooms 422, 423, and 424 in the School  
Rooms 2-O and 2-P in Andersen Residence Hall

### *Please*

- Do not touch the dampers.
- Do not move the piano or remove piano lids without assistance.
- Only use dry erase markers to mark the strings.
- Be sure to leave the piano in the condition in which it was found, without any remnants of the preparation or marking.

The following pianos are available for prepared-piano rehearsal or performance:

Piano labeled “PREP” in the Bossi-Comelli Studio  
Piano labeled “PREP” in the Ades Performance Space  
The Baldwin 7’ piano in classroom 329

If your performance is in a venue other than the Ades Performance Space and calls for a 9’ piano (Steinway model D), please present the score to Margaret Kampmeier (pkpiano@verizon.net), Chair of the Contemporary Performance Program, and Agim Kola (akola@msmnyc.edu), Manager of Piano Technical Services, for approval.

*For assistance, please contact Piano Technical Services  
at 917-493-4425 or pianotech@lists.msmnyc.edu.*

# PIANO POLICY GUIDELINES

Our school has a collection of over 180 fine pianos, most of which are Steinways. As these instruments are used by all members of the community, it is important to have a set of guidelines to maintain their quality.

## *Please*

- Do not move the piano or remove piano lids without assistance.
- Do not let any objects, including music stands and chairs, touch the piano.
- Do not eat or drink on or near the piano. No food or beverages are allowed in MSM's practice rooms.

## **Prepared or Extended Use**

Prepared or extended use is considered any use of the piano that involves touching more than the keys and pedals. The following practice rooms are available for prepared and extended use:

Rooms 422, 423, and 424 in the School

Rooms 2-O and 2-P in Andersen Residence Hall

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## **Special Tuning Requests**

Requests for the tuning of two or more pianos together in performance/rehearsal spaces must be made in writing to [pianotech@lists.msmny.edu](mailto:pianotech@lists.msmny.edu) at least one week in advance of the requested date.

*For assistance, please contact Piano Technical Services at 917-493-4425, [pianotech@lists.msmny.edu](mailto:pianotech@lists.msmny.edu), or Facilities at 917-493-4448.*