



STEINWAY PIANO GALLERY  
CLEVELAND

## 2021 FALL RECITAL GUIDELINES

### I . RECITAL HALL

Recitals are available at the Steinway Piano Gallery Cleveland Showroom from August 26 – December 16, 2021. We make every effort to provide a Steinway & Sons Model D or a Steinway & Sons Model B medium concert grand piano for your recitals. A second piano may be requested at time of reservation.

### II . RECITAL DATES & TIMES

Recitals will take place at the following times during the Recital Season:

**Tuesday or Thursday evenings 5:00 pm – 8:00 pm**

Recitals should last no longer than an hour and a half (90 minutes).

### III . BOOKING YOUR RECITAL

Steinway Educator Partnership Members can begin booking their Fall recital date on: Monday, August 2, 2021 at 12:00 p.m. (Noon). Piano teachers that are not members can start booking their Fall recital date on: Monday, August 16, 2021 at 12:00 p.m. (Noon). Recital dates will be reserved in the order by which they are received. You will receive a confirmation once your recital date is scheduled.

There are 2 ways to book your recital:

- 1) Email your requested Recital date to [cgood@steinway-ohio.com](mailto:cgood@steinway-ohio.com).
- 2) Call the showroom at (800)356-0437 and leave a message at extension 1126 with your requested date and time.

### IV . RECITAL FEES

One of the most compelling opportunities for Steinway Educational Partners is the use of our hall for your student recital. We charge a nominal fee of \$100.00 for use of our recital hall with one grand piano and an additional \$50 for the use of a second piano. This fee covers the cost of tuning the piano(s) for your recital. Fees are due at time of confirmation of your recital date and are subject to Ohio Sales Tax.

The room rental fee of \$600 is waived for all piano teachers.

### V . RECITAL CAPACITY

The maximum capacity for our recital halls seat 50 people, including performers. Larger capacity recitals can opt for back-to-back recitals.



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VII. REFRESHMENTS

Our Showroom does not allow refreshments. No Exceptions. In addition, no food, drink, or candy of any kind is allowed in the Hall during recitals.

VIII. CONDUCT

Please coach your students and their family members to not place anything on the pianos such as purses or keys. Steinway Piano Gallery Cleveland is not responsible for any personal belongings.

If you have any questions, please call or email us at [cgood@steinway-ohio.com](mailto:cgood@steinway-ohio.com) (800)356-0437 ext. 1126.

Date of Recital \_\_\_\_\_

Recital Start Time \_\_\_\_\_ Recital End Time \_\_\_\_\_

Event Name as to appear on Performers' Certificates  
\_\_\_\_\_

Name of Presenter \_\_\_\_\_

Contact Information (Address, Email, Phone) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fees for event: \$ \_\_\_\_\_ Paid  CK # \_\_\_\_\_  Credit Card

Account verified on <https://recitals.steinway.com/>  YES

Certificates for performers requested  YES  NO

*All performers must be entered 10 days prior to recital date for certificates to be processed.*

I agree to all policies set forth by Steinway Piano Gallery Cleveland. I understand that if I do not send in writing a cancellation of my recital 30 days prior all fees are non-refundable.

Signature \_\_\_\_\_ Date \_\_\_\_\_