Loewe Theatre PIANO POLICY

- Pianos are to be moved only with assistance of technical staff.
- Piano lids must be CLOSED when moving the piano.
- Lids may not be removed unless prior approval is granted by the department Director or the Director of Piano Studies (requests must be made two weeks in advance). Only piano technicians and theatre staff may remove/replace the lids.
- Pianos are to be stored as directed by the technical staff (in FLT—on the piano lifts unless otherwise approved by the Technical Director).
- Authorized use of the “new” Steinway D: piano studies recitals (faculty and piano majors), faculty chamber music events, Dr. Sadoff’s film scoring recording sessions, Dr. Ferrara. All other uses of the grand pianos are to be the “old” Steinway, unless prior approval is given by Dr. Nonken.
- Pianos may not be played anywhere inside the harp without prior approval from Dr. Nonken. Hammers, dampers and strings should not be marked with tape, chalk, etc. without prior approval from Dr. Nonken. If approved, user must restore the inside of the piano to a clean condition.

MOVING PIANOS:
- Pianos are heavy—you should not attempt to move a piano by yourself.
- Raise piano lift to be flush with stage floor (1 person spot; 1 person operate control switch).
- Check the piano legs are sitting on the piano dolly plates (notify TD if they are askew).
- Carefully roll the piano into desired location.
- Watch your toes—the casters will roll on your toes.
- Don’t roll over any cables—make sure you have a clear path.
- Avoid rolling near the edge of the stage.
- Return piano lifts to lowered position.

STORING PIANOS:
- Raise piano lift to be flush with stage floor (1 person spot; 1 person operate control switch).
- Cover piano.
- Line up the piano w/ the piano lift.
- Carefully roll piano onto the lift (keyboard goes toward the audience).
- Visually inspect to see that the piano is all the way on the lift and will clear the stage edge.
- Return piano lifts to lowered position (1 person spot; 1 person operate control switch).
- Store bench on lift with piano.