



STEINWAY & SONS

NORTH TEXAS • HOUSTON

2019 SPRING RECITAL GUIDELINES FOR STEINWAY HALL

I . RECITAL HALL

Recitals are available at Steinway Hall - Dallas/ Fort Worth/ Plano from **April 15, 2019 - June 15, 2019**. During this time, our showrooms will be set-up to properly host your recital. We make every effort to provide a Steinway & Sons Model D concert grand piano accompanied by a Steinway & Sons Model B medium concert grand piano for your recitals. In the case that a Steinway Model D concert grand is not available, we will provide two Steinway Model B's.

II . RECITAL DATES & TIMES

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

Monday – Friday	Saturday	Sunday
6:00 p.m. - 7:30 p.m	6:00 p.m. - 7:30 p.m. 8:00 p.m. - 9:30 p.m.	5:00 p.m. - 6:30 p.m.

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

III . BOOKING YOUR RECITAL

Piano teachers can start booking their Spring recital date on: **Thursday, November 29th at 12:00 p.m. (Noon)**
There are 4 ways to book your recital:

- 1) Complete the Recital Form on www.steinwaypianos.com/education/teachers
- 2) Email your requested Recital date and two alternate dates to teachers@steinwaypianos.com.
- 3) **Call** the Steinway Hall showroom where you would like to have your recital.
- 4) **Visit** the Steinway Hall in person where you would like to have your recital.

- * Recital dates will be reserved in the order by which they are received.
- * You will receive a confirmation once your recital date is scheduled.

IV . RECITAL FEES

One of the most compelling opportunities for Steinway Educational Partners is the use of Steinway Hall for your student recital. Steinway Educational Partners will receive one complimentary Spring Student Recital when one of the following prerequisites is completed prior to the date of your spring recital:

- Attend Doretta Steinway University or teach your students for 1 day at the Steinway Hall of your choice.
- Have at least one referral sale since your last recital.
- Have purchased a Steinway, Boston, or Essex piano from Steinway Hall.

When one of the above has been achieved, you will receive a Complimentary Recital Certificate to use for your Spring recital. (*Note: Complimentary Recital Certificates are limited to one per year.*)

If you do not meet any of the prerequisites above, we charge a nominal fee of \$250.00 for use of our recital hall. This fee covers the cost of tuning the piano(s) for your recital. *Recital fees are due by the date of your recital and are subject to Sales Tax.*

Revised November 1, 2018

V. RECITAL CAPACITY

The maximum capacity for our recital halls is Dallas and Plano is 75 people and in Fort Worth 60 people, including performers. Larger capacity recitals can opt for back-to-back recitals on Saturday or Sunday, if available.

VI. REHEARSAL TIMES

Rehearsals must be scheduled and are first-come, first served. All rehearsals are subject to interruptions as they are scheduled during store hours. Your student may be asked to cease playing while a customer is considering a piano. We ask that you adhere strictly to your time allotment. This limited rehearsal time is best used not as a coaching practice session, but as an opportunity to allow the students to try the instrument and as a logistics run-through.

Rehearsal times are available Monday through Friday from 4:45 to 6:00 p.m.

VII. REFRESHMENTS

Steinway Hall - Dallas/ Fort Worth/ Plano does not allow refreshments. No Exceptions. In addition, no food, drink, or candy of any kind is allowed in the Hall during rehearsals or recitals.

VIII. CONDUCT

Please coach your students and their family members to not place anything on the pianos such as purses or keys. Steinway Hall – Dallas/ Fort Worth/ Plano is not responsible for any personal belongings.

If you have any questions please call or email us at teachers@steinwaypianos.com.

Steinway Hall - Dallas
(214) 526-1853

Steinway Hall - Fort Worth
(817) 665-1853

Steinway Hall - Plano
(972) 403-1853