

**FACILITY POLICY**  
**V. J. and Angela Skutt Student Center**  
**Harper Center for Student Life and Learning**

SECTION Reservations and Event Fees & Billing			NO. 4.10		
ISSUED May 1989	REV. March 1994	REV. March 11, 2008	REV. January 2011	REV. May 2011	REV.
POLICY Piano Tuning			PAGE            OF 1            1		

**PURPOSE:** To regulate the usage of two pianos in both the Skutt Student Center and Harper Center for Student Life and Learning which will allow their availability for entertainment at scheduled events; establish usage and damage fees to assist in the maintenance of the pianos; and afford guests the opportunity to practice on and play each unit.

**SOURCE:** Skutt Student Center Advisory Board and Harper Center for Student Life and Learning Administration

**POLICY:** Four pianos are available for use in both the Skutt Student Center and Harper Center for Student Life and Learning. See Policy 2.9 for usage.

The following guidelines will apply to piano tuning.

- The piano will be tuned on a regular six month cycle.
- If a client wishes to underwrite a special tuning of the piano, the cost will be charged back to the client. Any such request must be made three weeks prior to the event. (see fee in policy 4.1)
- If the piano is moved after a tuning session there will be no guarantee that the unit will stay in tune.

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