

## Guidelines for Using the Sanctuary Piano

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We are happy to let you share in the joy of the sanctuary piano of the Kirk of Kildaire. In order to ensure that this piano can serve generations to come, we ask that you follow the guidelines below when using it:

1. The piano cover should be folded end-to-end, black sides (inside) facing, and placed in a pew or on a chair in the choir loft, **never** on the floor.
2. As a general rule, the piano should not be moved from its position on the chancel. If the nature of the event requires moving of the piano to the center of the chancel area, a stack of boards (provided by the Kirk) should be used to level the step area so that the piano can be moved easily. **The piano should be covered before it is moved to avoid any possible scratches during the moving process.** Permission to move the piano should first be obtained from the Director of Music Ministry (DMM) or the Piano & Concert Guild (PCG).
3. Children are welcome to play the instrument if supervised by an adult approved by the DMM and/or the PCG.
4. No lamp should be placed on the piano. (A floor lamp is provided.)
5. No objects that could cause scratches may be placed on the piano. Care must be taken not to allow score spines to scratch the music desk unnecessarily.
6. Hard or foreign objects may not be used inside the instrument. Non-invasive plucking or dampening of strings when called for in the score will be allowed.
7. Erasures should be done away from the piano, to help keep the inside clean.
8. After the piano has been used, it should be locked, the cover rolled back (taking care not to touch the floor), and the key returned as instructed. Anything noteworthy should be reported to the church office and/or the PCG representative.

*The aim and final end of all music should be none other than the glory of God and the refreshment of the soul. J. S. Bach*