



**GALWAY  
STEINWAY  
TRUST**

**CONDITIONS GOVERNING THE USE OF  
THE GALWAY STEINWAY PIANO**

(housed in the Emily Anderson Concert Hall, NUI Galway)

The Galway Steinway Piano (model B) was purchased in 1981 (replaced in 1988) and is held in trust for public performances in accordance with the following conditions.

**1. PERMISSION TO USE**

Promoters who wish to use the piano must apply in advance to the Trustees, using the official application form. Application must be received a minimum of 3 weeks prior to the proposed event. Application form available from: [galwaysteinway@gmail.com](mailto:galwaysteinway@gmail.com)

**2. VENUE**

The promoter must apply separately for use of the Emily Anderson Concert Hall/upper Aula Maxima at NUI Galway. Bookings can be made with the Buildings & Estates Office: [space@nuigalway.ie](mailto:space@nuigalway.ie).

**3. INSURANCE**

Promoters are responsible for making the necessary arrangements with NUI Galway for public liability insurance covering the staging of the event. The Steinway is separately insured.

**4. FEE**

A fee towards the cost of maintaining and insuring the Steinway must be paid to Galway Steinway Trust, once the application has been approved. The hire fee is payable on receipt of invoice and is currently €250 for a full evening performance. You will be advised of your fee once your application is accepted.

**5. TUNING**

Tuning and maintenance of the Steinway is a matter for the Trustees and will be arranged by the Trustees with the approved tuner if it is deemed necessary. An additional fee of €320 will be due where tuning has been arranged.

**6. ACCESS**

No one except the authorised performer may play the piano. The opening and closing of the piano will be overseen by the Trustees. A representative of the Trustees must be present at the performance and a ticket should be allocated for this, where necessary. The Steinway may not, under any circumstances, be moved from the stage.

**7. REHEARSALS**

One rehearsal prior to the event will be permitted. Promoters must arrange a time for the rehearsal in advance with the Trustees. The venue must be booked for rehearsal with the Buildings & Estates Office, NUI Galway (see above).

**8. ACKNOWLEDGEMENT**

Galway Steinway Trust must be acknowledged in any promotional material or programmes produced for the performance. Suggested wording: The Galway Steinway Piano has been made available by the Galway Steinway Trust, supported by Galway City Council and NUI Galway.

The logo can be downloaded here

<https://www.dropbox.com/sh/kpry0agc4dbmrt1/AACsFZ3UWvLx8bW1ems57xUFa?dl=0>

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**The Galway Steinway is supported by:**



Comhairle Cathrach na Gaillimhe  
Galway City Council



OÉ Gaillimh  
NUI Galway