

Planning a reception after your recital?

A post-recital reception is a nice way to celebrate this important milestone with your family and friends. Unfortunately, many students leave the reception areas dirty and trash ridden. To be fair and accommodating to your fellow students, everyone needs to follow these guidelines:

- You are responsible for leaving the reception area clean and free of refuse. You must wipe down serving areas, throw away excess food and packaging and remove the trash. The Bienen School of Music does NOT provide custodial service to clean up after recital receptions.
- Your reception and clean-up must be completed at least 30 minutes prior to the next scheduled recital.
- There is a Stage Manager on duty at every student recital*. It is **not** their job to clean up after your recital. It is their job to ensure that you follow these guidelines. The Stage Manager can provide trash bags and cleaning supplies.

Holding receptions in School of Music facilities is a privilege which will be discontinued if students don't clean up after themselves.

We welcome your comments and questions! Call the Concert Office at 847-491-5441 for more information.

**Some student recitals may not have a stage manager due to specially petitioned recital dates/times.*