

VENUE HIRE: FURTHER INFORMATION ABOUT HIRING THE CRYPT – SMALL MEETING ROOM

CATERING

Guests are invited to use their own catering companies; however St James' will provide, upon request, the names of at least three suitable such organisations. Additionally, the adjacent kitchen facilities are a major asset to the church and to hospitality, though the kitchen is not to be considered a fully commercial cooking site; rather a preparation and warming up facility.

HIRE FEES

Our fees are very competitive for such a historic, centrally located space. For the use of the entire Crypt Small Meeting Room area the fee is \$40 per hour incl. GST and a management fee of \$50.00 per hour incl. GST (minimum 3 hours). (Deposits, insurance and payment details are as per the Contract Forms available.)

TERMS AND CONDITIONS OF VENUE HIRE

Click [here](#) for the terms and conditions of the Crypt Small Meeting Room hire.

ENQUIRIES AND BOOKINGS

In order to discuss venue hire and then confirm a booking, please contact Ian Milne by phone (T: 02 8227 1311), [email](#) or writing to:

St James' Church

Level 1, 169–171 Phillip Street

Sydney NSW 2000

Telephone: (02) 8227 1300

GENERAL INFORMATION

St James' Church carries non-smoking requirements.

Heritage site 'limited theming' applies.

HOW TO FIND US

PUBLIC TRANSPORT

By bus: Buses travelling along Elizabeth Street, Castlereagh Street and George Street call within easy walking distance of St James'.

By train: The nearest train stations are **St James'** and **Martin Place** respectively. Both Town Hall and Wynyard stations are also within easy walking distance.

By ferry: **Circular Quay** is about 15 minutes' walk from St James'.

By car: It is possible to drive to King Street.

Parking

Parking on Sundays is available at a special reduced rate of \$10.00 from 8.30am at the MLC Centre (entrance via King Street). In order to take advantage of this special price, please collect a discount ticket while at St James' from a sideperson or verger. Before exiting the car park, insert your entry ticket, followed by the discount ticket in the payment machine on Level 1. The machine will then accept your discounted payment and validate your exit ticket. Parking is also available at the parking station under the Cook & Phillip Park, near St Mary's Cathedral, for \$9.00 on Sundays.

MAP

