

## **VENUE HIRE: FURTHER INFORMATION ABOUT HIRING THE COVERED COURTYARD**

### **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. Additionally, the adjacent kitchen facilities are a major asset to the church and to hospitality. For the use of the entire Covered Courtyard area the fee is \$800 incl. GST for a full weekday 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**

Please [click here](#) for the terms and conditions of Covered Courtyard hire, which are the same as those for the Crypt.

### **ENQUIRIES AND BOOKINGS**

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

