

# Evening & special events at The Mint



Photo © Rhiannon Hopley for Decorative Events



## YOUR EVENT

Thank you for considering The Mint for your next event; a city oasis where history and heritage meet contemporary design.

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Your venue hire helps to keep our historic properties open for the future.





# THE MINT

## Networking presentation ( Mon-Wed)

Providing a blend of indoor and outdoor spaces, the Gold Melting Room, Bar & Courtyard offer a flexible and sophisticated setting for your next event.

VENUE HIRE	\$3450 inc GST*
TIME	6pm–9pm
CAPACITY	Cabaret: 72 Theatre: up to 120
INCLUSIONS	Dedicated Venue Coordinator Event Supervisor (event) Front of House for 50+ guests Registration on arrival Up to 10 oval banquet tables Up to 120 charcoal conference chairs Up to 6 Panel chairs (on request) 4 wooden bar tables
AUDIO-VISUAL	AV Technician Data projector & 3 x 2.4m screen Lectern with lectern microphone Internal PA system 4 LED up lights (arches)
THE DETAILS	Set-up: 1 hour Event: up to 3 hours Pack-down: 30 minutes
OPTIONAL	Please refer to our AV fact sheet for a full list of available services for your event.

Please refer to page 10 for more information. \*Available Monday–Wednesday. Venue Hire increases to \$3,850 inc GST Thursday - Saturday. Peak dates (Thursday & Friday evenings in November/December); \$4250 inc GST venue hire applicable.





# THE MINT

## Cocktail

Host your cocktail event in our historic sandstone courtyard with raised lawn and stylish glass bar – the perfect place to dance the day or night away.

VENUE HIRE	\$3850 inc GST*
TIME	11am–4pm 6.30pm–11.30pm
CAPACITY	Cocktail: 250
INCLUSIONS	Dedicated Venue Coordinator Event Supervisor (event) Front of House Green room 10 wooden benches & 5 side tables 6 wooden bar tables 6 LED up lights (evening) Portable PA & microphone (speeches)
THE DETAILS	Set-up: 1 hour Event: up to 5 hours Pack-down: 30 minutes
OPTIONAL	Please refer to page 9 for a list of optional upgrades including audio-visual and furniture items that you may wish to include with your event.

Please refer to page 10 for more information. \*Sunday & public holidays \$4620 inc GST. Peak dates (Thursday & Friday evenings in November/December) venues hire increases to \$4250 inc GST.









# THE MINT

## Special events in the Gold Melting Room

Experience the perfect combination of indoor and outdoor dining in our Gold Melting Room, with wooden louvers and glass panels which raise and open to the courtyard.

VENUE HIRE	\$3850 inc GST*
TIME	6.30pm–11.30pm
CAPACITY	Banquet: 100
INCLUSIONS	Dedicated Venue Coordinator Event Supervisor (event) Front of House Green room 6 wooden bar tables 4 wooden bench seats Up to 10 oval banquet tables Up to 100 charcoal conference chairs Table numbers 6 LED up lights
THE DETAILS	Set-up: 1 hour Dinner: Up to 5 hours Pack-down: 30 minutes
OPTIONAL	Please refer to page 9 for a list of optional upgrades including audio-visual and furniture items that you may wish to include with your event.

Please refer to page 10 for more information. \*Sunday & public holidays \$4620 inc GST. Peak dates (Thursday & Friday evenings in November/December) venues hire increases to \$4250 inc GST.



## THE MINT

### Special events on the lawn

Enjoy a unique dining experience with a long banquet lunch or dinner under the stars set within our historic sandstone courtyard on our raised lawn area.

VENUE HIRE	\$4200 inc GST*
TIME	11am–4pm 6.30pm–11.30pm
CAPACITY	Long banquet: 110
INCLUSIONS	Dedicated Venue Coordinator Event Supervisor (event) Front of House Green room 6 wooden bar tables 4 wooden benches 12 LED up lights (evening) Table numbers Portable PA & microphone (speeches)
THE DETAILS	Set-up: 3 hours Event: up to 5 hours Pack-down: 2 hours
HIRE ITEMS	Please refer to page 9 for a list of furniture that will need to be hired in for your lawn event including long banquet tables and chairs, as well as optional decor items. For day events, we highly recommend market umbrellas.





## THE MINT

### Catering

Our onsite hospitality partner is Pearl Catering. Pearl's team of restaurant and catering professionals bring a true commitment to event management, creativity and innovation using only the finest and sustainable ingredients sourced from Sydney's top providores.

#### THE DETAILS

Please refer to the separate catering kit provided as a guide for your food and beverage options. The team can also tailor a quote to suit your needs, offering bespoke event packages for a unique experience

#### CONTACT

Please email Tim Lockwood for a tailored quote: [tim@pearlcatering.com.au](mailto:tim@pearlcatering.com.au)

#### EXCLUSIVITY

Please note as a heritage site we work on an exclusive basis with Pearl Catering. The team can work with you on a menu option to suit your needs, including dietary requirements; menu tastings are available upon request

#### **Have a special idea in mind?**

Pearl Catering can also source a range of options to bring your event to life including gelato bars, spritz stations, rum or gin tasting, and more.









# THE MINT

## Furniture hire & décor upgrades

Below is a list of items you can select in order for our team to provide a tailored quote for your event needs.

Required hire items (Lawn events only, optional for other events)

<input type="checkbox"/> Long banquet tables with linen from	\$77 per table
<input type="checkbox"/> Long wooden banquet tables (no linen) from	\$116 per table
<input type="checkbox"/> Tiffany chairs in gold or white (with seat pads) from	\$6.60 each
<input type="checkbox"/> Bentwood chairs in brown, white or black from	\$10.45 each
<input type="checkbox"/> Rattan style chair from	\$13.20 each
<input type="checkbox"/> Ghost chair in clear amber or smoke black from	\$16.50 each
<input type="checkbox"/> Crossback wooden chair from	\$16.50 each

Optional décor and AV upgrades

<input type="checkbox"/> Linen napkins from	\$3.30 each
<input type="checkbox"/> Bar tables from	\$99 each
<input type="checkbox"/> Bar stools from	\$16.50 each
<input type="checkbox"/> Lounge settings from	\$220 each
<input type="checkbox"/> Market umbrellas from	\$99 each
<input type="checkbox"/> Linen wall drape (Gold Melting Room)	\$350
<input type="checkbox"/> Festoon lighting (above lawn) from	\$2000
<input type="checkbox"/> Additional 6 LED up lights from	\$210
<input type="checkbox"/> Courtyard extension speakers	\$450
<input type="checkbox"/> AV (technician, data projector, screen, lectern & mic)	\$450

Once we receive your selections, your final quote will include delivery & collection fees. All prices are subject to a quote and are indicative only.



# IMPORTANT INFORMATION

## EVENTS

A booking is not considered confirmed until a signed contract and 50% deposit has been received by your Venue Coordinator within 14 days (your balance will be due one month prior; for events less than 90 days out the full venue hire balance will be payable within 14 days or prior to your event for short lead bookings). Other areas of the site do not form part of your venue hire, unless outlined on your contract.

## EXCLUSIVITY

We offer your event area on an exclusive use arrangement - however please note the venue is open to the public Monday to Friday until 5pm; the site also operates as Sydney Living Museums head office. For day events private event signage will be placed to redirect patrons away from your event.

## SET-UP & PACK-DOWN TIME

Please note that your contracted 'set-up' and 'pack-down' times are non-exclusive and may overlap with another booking before or after yours.

## TIME

Additional access time can be made available upon request at an hourly rate in some circumstances.

## FURNITURE & STYLING

The Mint is a beautiful space with a stunning mix of heritage and contemporary features. However, should you require additional styling – including florals, furniture and décor – our team can recommend reputable suppliers who have worked in our venue before. Please do not hesitate to discuss this with your Venue Coordinator.

## BREAK OUT SPACES

Additional small meeting rooms can be made available on request, and quoted accordingly.

## PUBLIC TRANSPORT

Both St James and Martin Place is less than a five minute walk from The Mint.

## PARKING

There is no parking available on site. There is on-street parking on Hospital Road. Both the Domain car park, and Metro (Sydney Eye Hospital) car park are located within walking distance to the venue.

## RED WINE & ALCOHOL

Due to heritage conservation requirements, red wine cannot be served for any cocktail or post-networking drinks; it can be served for seated lunch and dinner events. We operate under the guidelines of the Independent Liquor and Gaming authority and are bound by their regulations. There is no BYO alcohol on our sites.

## SMOKING

We operate in line with the Smoke-free Environment Act 2000 and smoking is not permitted on site during the day.

## CONDITIONS

Small particles and wet substances such as rose petals, rice, glitter, eggs, paint, dry pastas and the like are not permitted – any group activity arranged for your booking needs to be approved by the venue in advance. We do not permit the use of drones on our sites. Wax candles and open flames are not permitted. You cannot attach or fix to any buildings, trees, or the like on our sites. Damage or breakage to the property will result in fines and additional fees.

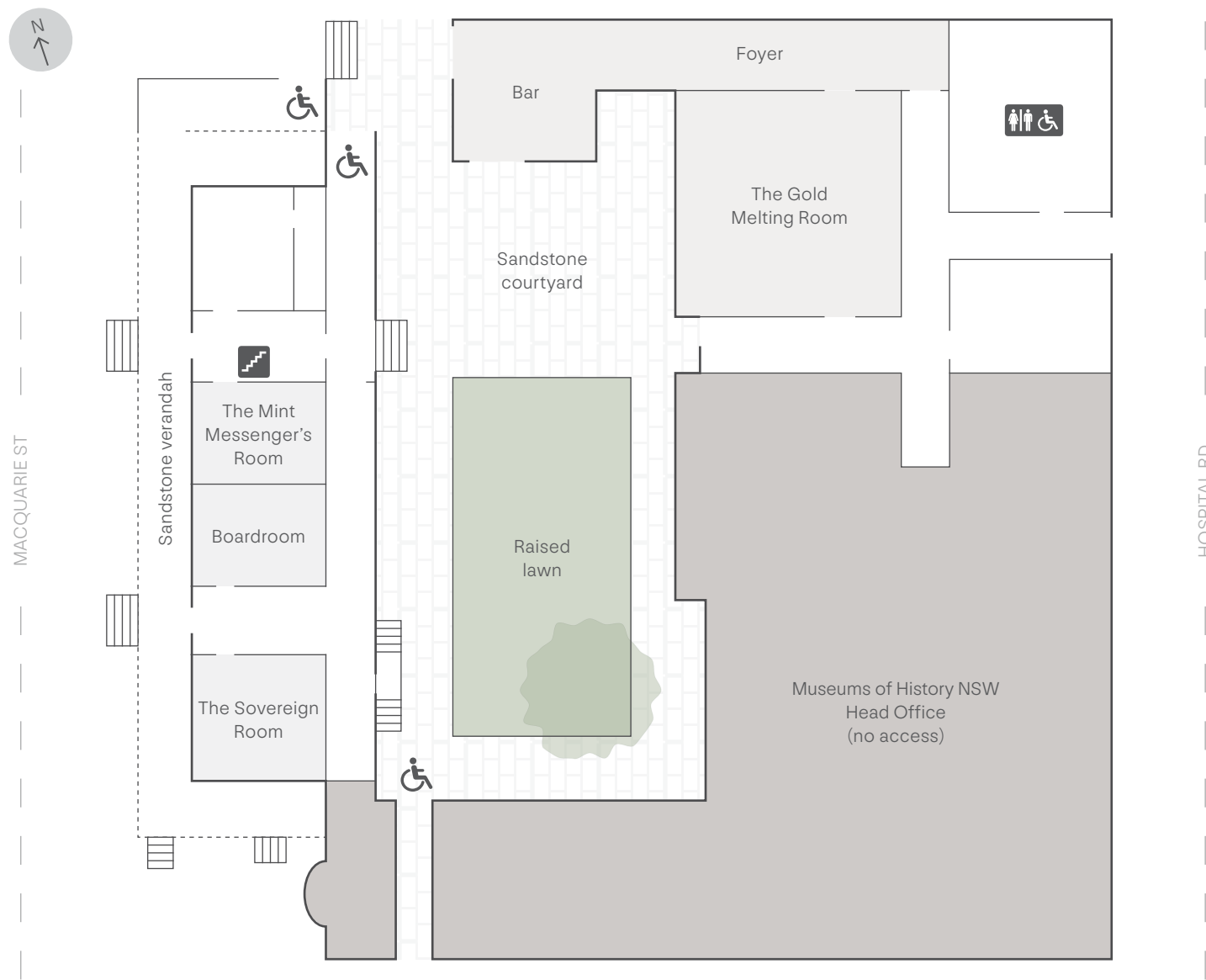
## COVID-19

The Trust will adhere to NSW government orders on Gathering & Movement to combat COVID-19 that are in effect at the time of your event.

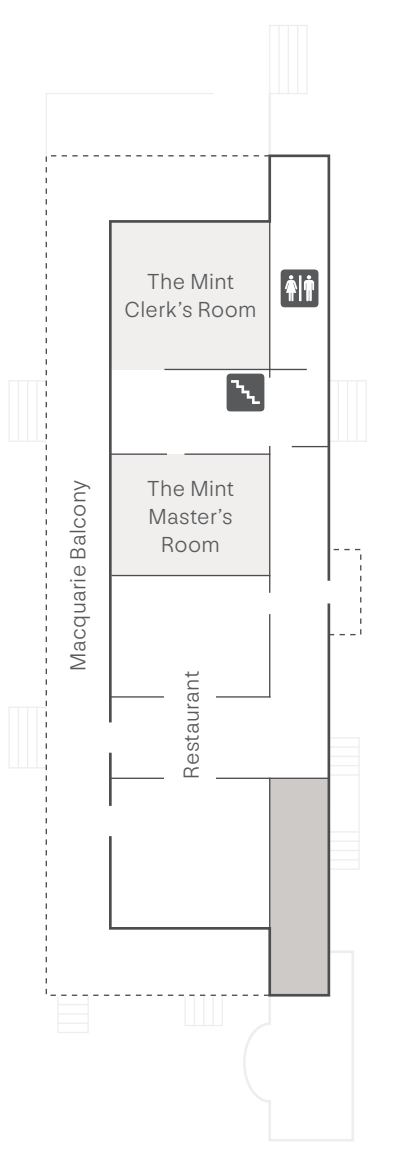


SITE PLAN

Ground floor



First floor






Thank you for considering our properties. Your venue hire helps to keep our historic properties open for the future.

Our dedicated Venue Services team can assist with any additional questions or information you may require.

**To book or request a site visit  
please contact our team on:**

02 8239 2333  
[venues@mhnswnsw.au](mailto:venues@mhnswnsw.au)

 [@mhnswnswvenues](https://www.instagram.com/mhnswnswvenues)

