

St  
Martin  
in  
the  
Fields

# Venue Hire and Events



View of St Martin-in-the-Fields from Trafalgar Square





# *A tradition of hospitality and welcome*

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**In the heart of London, overlooking Trafalgar Square, St Martin-in-the-Fields is a unique venue for meetings, conferences and social occasions. The stunning historic buildings have been enhanced by contemporary design, and with delicious in-house catering and a dedicated events team, your event is sure to be memorable.**

St Martin's has a long tradition of hospitality and welcome. From our pioneering work with homeless people through to hosting VIPs, politicians and dignitaries, St Martin's doors are open to all. One of the finest Georgian buildings in London, St Martin's is the parish church to the Royal Family and 10 Downing Street but also hosts two of the country's leading homeless support charities, the St Martin-in-the-Fields Charity and The Connection at St Martin's. It is also a world famous music venue, providing performance opportunities for aspiring musicians and free concerts almost every day. All these things make St Martin's a venue like no other.

We have a range of unique, practical and elegant spaces perfect for conferences, meetings, networking, dinners and receptions. From one to 500 people, we bespoke each event to your exact requirements. And when you host with us you can be confident that you are supporting our work.

# Why choose St Martin's for your event?

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## Unrivalled location

We are overlooking Trafalgar Square, the heart of London's West End, next to world-famous theatres and shops.



## Great transport

We are within easy walking distance of rail and tube stations including Charing Cross, Leicester Square and Embankment.



## Catering at St Martin's

We are proud to have an in-house kitchen, directed by award-winning chef, Daniel Leavy.



## Flexible bookings

Our spaces can be booked individually or in combination to suit your needs, all with WiFi and AV capability.



## Accessibility

We have step-free access throughout the venue and meeting rooms.



## Sustainability

We don't use single-use plastic items for any aspect of our events and are highly commended for our sustainability by Good Business.



## Unique features

You have access to the Café in the Crypt, free concerts, art and the beautiful church buildings.



## Dedicated team

Providing bespoke planning for your event from the start, and on hand throughout.



## Social Enterprise

St Martin's is an accredited social enterprise and all our staff receive at least the London Living Wage.



## Charity

Each booking enables our charitable work to support even more people.

“Thank you so, so much for all your help with the event last night. We were really happy with the way it went. Great attendance, good buzzy atmosphere and everyone loved the venue.”

Concern Worldwide UK



# Catering at St Martin's

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We work closely with clients to create bespoke menus for events and functions and can cater for any taste, lifestyle or health requirements. Our menus showcase the best of British cuisine and bring in tastes and flavours from

around the world. We are passionate about quality, sustainable and seasonal produce and our experienced chefs create menus that celebrate the ingredients they use.

“Thank you for all your help and for everything yesterday. It all went really well, and the venue and food were great.”

Historic England

# Our spaces

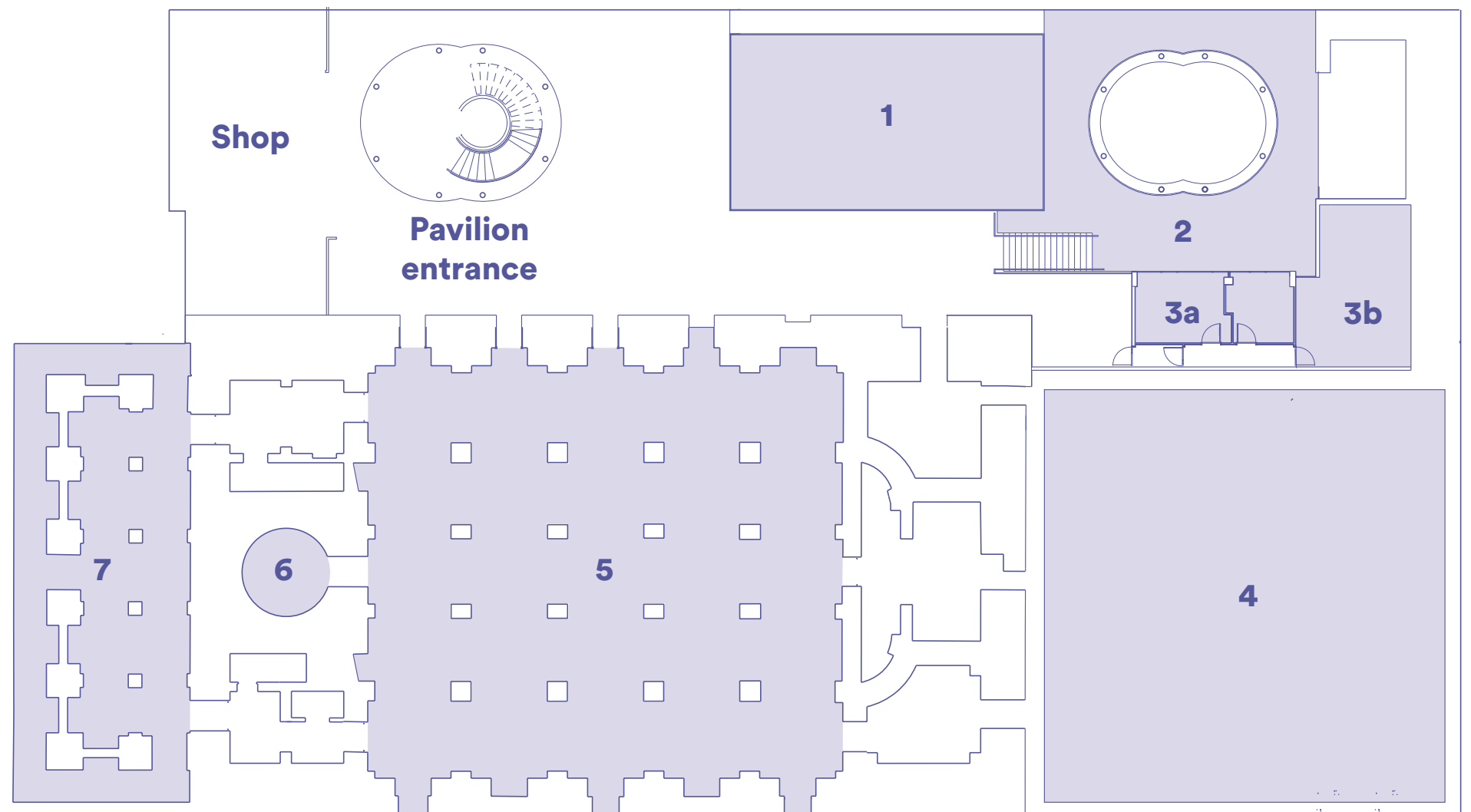
Each space is the very best in function, form and facilities and bring character to any event.

We have eight individual rooms within St Martin's, designed to work together seamlessly to form multi-zone spaces. For example, we can easily create dedicated areas for lectures, breakouts, refreshments or networking within one event.


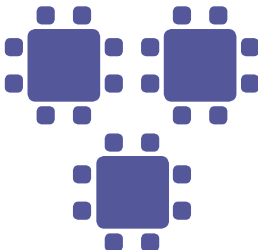
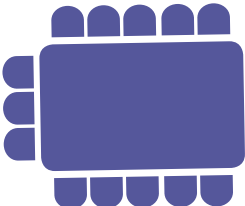
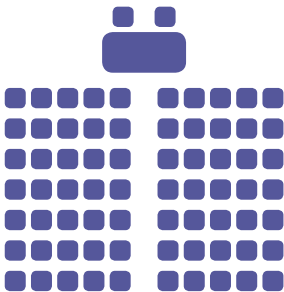
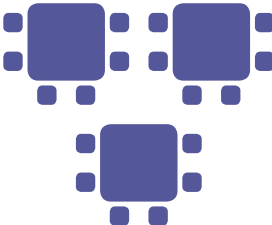
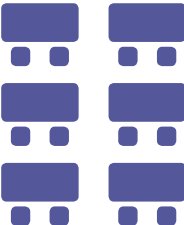
“It’s been a really good experience booking with you – thanks for that. You and your team have been super helpful which has made it run really smoothly. Will make sure my colleagues in London know about your venues and the great service.”

The British Council

- 1 St Martin's Hall
- 2 Lightwell
- 3 Meeting room suite
  - 3a Peter Benenson Room
  - 3b Desmond Tutu Boardroom
- 4 Courtyard (outdoors)
- 5 Crypt
- 6 Apse
- 7 Gallery



# Capacities

						
	Stand up	Dinner	Boardroom	Theatre	Cabaret	Classroom
The Crypt	500	200	—	—	180	—
The Courtyard	60–400	—	—	—	—	—
St Martin’s Hall and Lightwell	200	100	30	130	64	30
Gallery	120	60	—	60	32	—
Desmond Tutu Boardroom	—	—	25	30	—	—
Peter Benenson Room	—	—	10	—	—	—

*Please contact us to discuss your requirements as rooms can be booked individually or in combination to suit your needs.*









## *The Crypt*

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The Crypt is our most exclusive and atmospheric space. Flexible lighting highlights original Georgian brick-vaulted ceilings and historic tombstones line the floor. The open layout makes it the perfect space for gala dinners or networking events, and has played host to launches and celebrations for many award-winning West End theatre productions – all benefitting from our 2.00am drinks and entertainment licence.

### Dimensions:

24m × 20.9m

### Capacity:

Standing	500
Seated	200
Cabaret	180



# *The Courtyard*

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A unique, private Central London outside space, giving guests an up close and intimate view of the church's baroque architecture. It's the perfect place for an outdoor drinks reception, launch event, summer exhibition or informal gathering. And if the heavens open, we provide an indoor space as a wet weather option.

*“As usual, the food was excellent and I have received many positive comments about that and how helpful and friendly your staff are. Everyone was very impressed with the Courtyard.”*

PS Administration Limited

## Dimensions:

25m × 35m

## Capacity:

Standing 60-400







# *St Martin's Hall and Lightwell*

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Handsome features, contemporary design and flexibility make St Martin's Hall and Lightwell a stunning setting for events from conferences to launches, receptions and dinners. In the Hall, double-height oak-panelled walls are crowned with glass, allowing plenty of natural light. The adjoining modern Lightwell provides views of St Martin's spire, and acts as an additional breakout or catering space, keeping your event in the Hall free from distractions and focussed on the business at hand.

*"I really can't thank you enough for contributing to the overwhelming success of the evening."*

Crofton

## Dimensions:

15.25m × 8.28m

## Capacity:

Theatre	130
Standing	200
Dinner	100
Cabaret	64
Boardroom	60
Classroom	40









The Lightwell



# The Gallery

Sharing the Georgian architecture of our main Crypt and housing many of St Martin’s historic monuments, the Gallery is an exclusive and impressive space for events ranging from dinners, fashion events, small music recitals and launch receptions.

“The evening was brilliantly organised and all your team were just delightful to work with – everything ran perfectly.”

Concern Worldwide UK

## Dimensions:

6.18m × 16.6m

## Capacity:

Standing	120
Seated	60
Boardroom	22
Theatre	60
Cabaret	32







## *Meeting rooms*

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For meetings of 20 or fewer we have a suite of modern meeting rooms that can be booked individually, in combination, or as additional spaces for a larger event. Each air-conditioned room has WiFi and AV capability, so they're perfect for away days, board meetings, script read-throughs, research groups, interview panels or as green rooms.

### Desmond Tutu Boardroom (max 20)

Archbishop Desmond Tutu was a lifelong anti-apartheid campaigner and close friend of St Martin-in-the-Fields, sharing our determination for inclusion and social justice. The Boardroom is an impressive space, with contemporary design and room to keep refreshments on hand but out of the way.

### Peter Benenson Room (max 10)

Peter found inspiration within St Martin's and went on to create Amnesty International in 1961. The bright, modern room (pictured) is easily accessible and full of natural light from the Lightwell.





Desmond Tutu Boardroom



## *Unique additions*

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Our events team can work with the teams at St Martin's to make your event truly memorable and different:

Brass Rubbing Masterclass

Private performance from one of St Martin's choirs

Guided tour of St Martin's

Private talk on the history of St Martin's

Ticketed jazz and live music within the Crypt

Ticketed concerts within the church

## *Café in the Crypt*

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The Café in the Crypt complements the bookable spaces, providing extensive seating and a range of refreshments throughout the day. With free WiFi and coffee on tap, it's the perfect space for a post-event debrief over a glass of wine or a client catchup.

For something truly different, the Apse within the Crypt is available for hire. A circular, domed area, typical to ecclesiastical architecture, with stunning Georgian brickwork, this intimate space is ideal for a small private dinner or as an additional breakout space.





# Contact us

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**Our professional events team are on hand to answer any questions.**

**Book a show round with us today and we'll help get you started on planning the perfect event.**

Phone: 020 7766 1165

Email: [events@smitf.org](mailto:events@smitf.org)

Website: [www.smitf.org](http://www.smitf.org)

Distances to tube stations:

400 ft to Charing Cross Underground Station

0.2 miles to Leicester Square Station

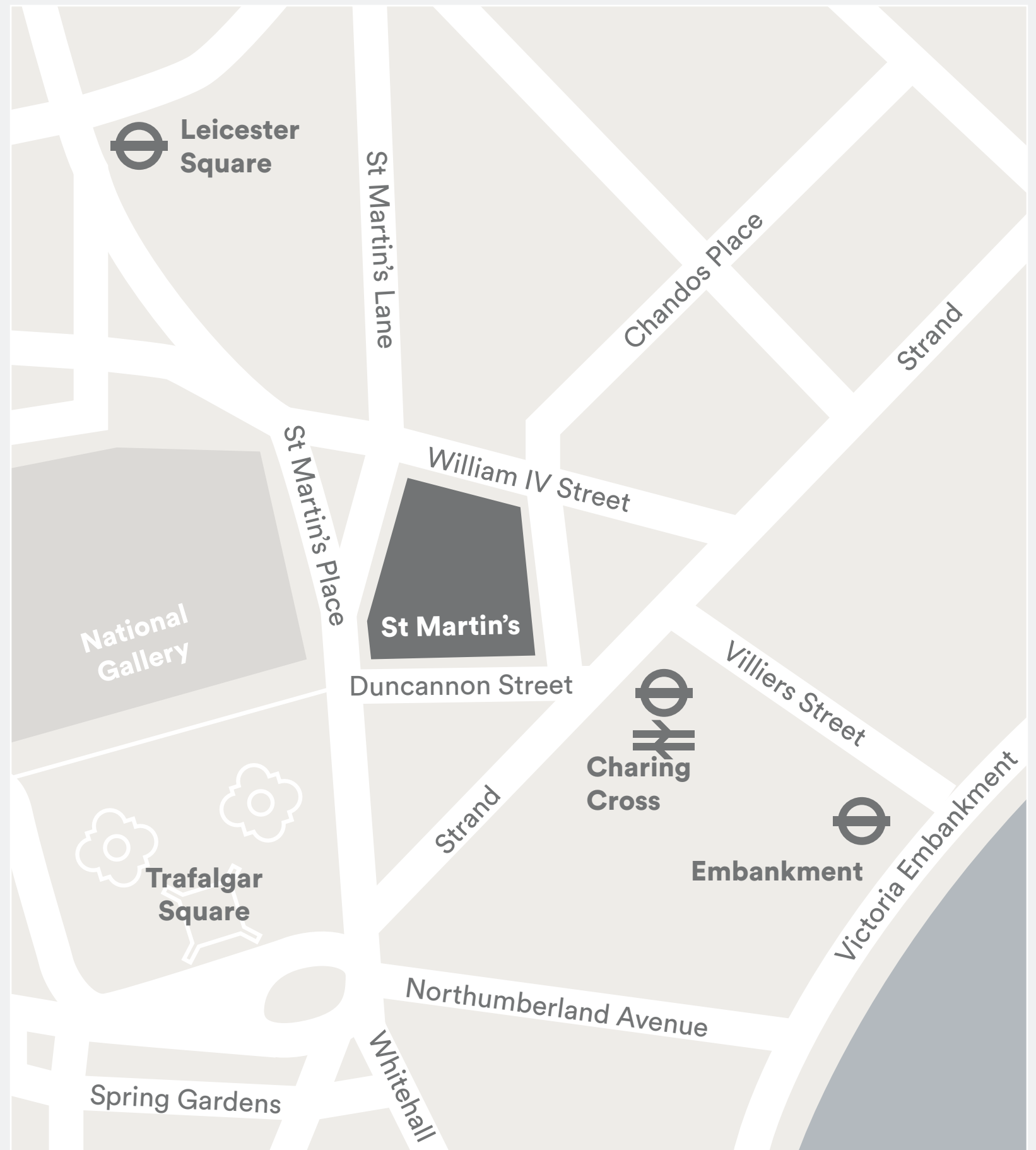
0.3 miles to Embankment Station

Parking onsite (subject to availability)

Stay in touch and follow us



St Martin-in-the-Fields,  
Trafalgar Square, London, WC2N 4JH





# *A life-changing experience*

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**St Martin's has a long tradition of community and helping those in need. And your event is part of that tradition.**

The work of our Trust changes lives every day through providing music, supporting London's homeless and vulnerable people and bringing people together in our historic buildings.

When you host your event with us, you're giving everyone we support a chance of a better future.

If you would like to find out more about our work please contact our Trust team on 020 7766 1132 or [development@smitf.org](mailto:development@smitf.org)

