



Tourism Hamilton Visitor Experience Centre

Quick Facts

- Located on the 1st floor of the historic Lister Block building at 28 James St N
- Entrances to the building are located on James St N and King William St
- Loading zone located behind the building on Hughson St N
- 6 6ft tables, 10 cocktail/cruiser tables, 52 chairs, podium, screen and hybrid meeting system
- 24 Hour security
- No on-site parking. Street parking and parking lots nearby
- Washroom facilities
- Counter, sink, microwave, kettle and fridge/freezer
- Wheelchair accessible
- Bookings available weekdays, evenings, and weekends (prices vary)
- On site catering is permitted, no preferred vendor list
- Special occasion permits are required for events serving alcohol
- All set up and clean up is the sole responsibility of the renters and must be completed within their booked time.
- The Visitor Experience Centre is open to the public Tuesdays through Saturdays from 10am-4pm and visitors may be present in the gallery and tourism shop during rentals.

Available For

- Workshops
- Meetings
- Lectures
- Media launches
- Special Events

Set up options & capacity

- Boardroom - 18 seated
- Classroom - 24 seated
- Teatre - 40 seated
- Reception - 60 standing



For more information, please contact the Visitor Centre Coordinator
905-546-2666 or email: tourism@hamilton.ca
28 James Street North, Hamilton



2024 Rental Rates

Visitor Experience Centre Hourly Rental Rates	2024 Rates		2024 NFP		2024 City**	
	Open Hours	After Hours	Open Hours	After Hours	Open Hours	After Hours
Visitor Experience Centre Meeting Room	\$42.48	\$76.46	\$21.24	\$38.23	\$25.49	\$45.88
Premium for rentals involving alcohol consumption*	\$577.88					

HST in addition to above rates

*Special occasion permit required for renters serving alcohol

**Tourism & Culture and Planning & Economic Development bookings exempt

Insurance

A certificate of insurance is required with a minimum of 2-million dollars liability insurance for non-alcohol events and 5-million dollars if alcohol will be served. Renters can purchase insurance through the City or name the City of Hamilton on the certificate of existing insurance as “additionally insured.”

For more information or with questions, please contact
 Tourism Hamilton’s Visitor Experience Centre
 Open Tuesdays through Saturdays from 10am-4pm
 905-546-2666
 tourism@hamilton.ca
 28 James St North, Hamilton, Ontario