

Facility Rentals at Saint Mary's School

Host your event at Saint Mary's

Saint Mary's historic 23-acre campus at 900 Hillsborough Street offers theaters, elegant parlors, a light-filled atrium and athletic facilities in the heart of downtown Raleigh. Ample on-campus parking and easy access to downtown hotels and RDU make it a convenient choice for meetings, performances, rehearsal dinners, small ceremonies and athletic events.

The rates below are base rental prices. Every event is different, so we send a custom quote once we know your date, guest count and needs.

Event spaces

Space	Best for	Capacity	Base rental rate
Pittman Auditorium	Performances, lectures, large presentations	416 seated	\$12,000
First Citizens Bank Theater (Black Box)	Small performances, workshops, rehearsal dinners	120 seated	\$8,000
The Harriet Matthews Jackson '73 HS Atrium	Gatherings, rehearsal dinners, small ceremonies	75 seated / 150 standing	\$8,000
Smedes-Emory Parlor	Rehearsal dinners, meetings, intimate gatherings	80 seated	\$6,000

No food or drink is permitted in Pittman Auditorium. The Smedes-Emory Parlor rental includes use of the adjoining Small Parlor for food and beverage setup. Additional services are quoted after your inquiry.

Classroom spaces available

Classroom spaces of various sizes and configurations are available to rent in our academic buildings on weekends or when school is not in session.

Athletic facilities

Facility	Rate
Gymnasium	\$200 per hour
Practice field	\$200 per hour
Pool	\$20 per lane, per hour

Nimocks Field is not available for rental.

Event staffing and equipment

Saint Mary's staff support is billed at \$100 per staff member, per hour. Your quote will list the staffing your event requires.

Service	Rate
Security	\$100 per person, per hour
Technical support*	\$100 per person, per hour
Housekeeping	\$100 per person, per hour
Maintenance	\$100 per person, per hour

*Technical support rates cover staff time only. Audio-visual equipment, such as microphones, is billed separately.

Weddings and rehearsal dinners

Ceremonies. The Harriet Matthews Jackson '73 HS Atrium offers a bright, flexible setting for smaller, non-traditional or short-notice wedding ceremonies. It can accommodate an aisle and chairs, with seating for about 75 guests or up to 150 standing.

Chapel ceremonies. Please see our [Chapel Brochure](#) for more information.

Rehearsal dinners. We welcome rehearsal dinners in the Smedes-Emory Parlor, The Harriet Matthews Jackson '73 HS Atrium or the First Citizens Bank Theater (Black Box). Most rehearsal dinners run from about 6:00 to 9:00 p.m.

Receptions. Saint Mary's does not host wedding receptions. We do not offer in-house catering, tables or linens.

Alcohol. Alcohol is allowed at rehearsal dinners in moderation, as we are a day and boarding school with students on campus at all times.

Good to know

- Saint Mary's is an active school, so school events take priority on the calendar. Rental dates are available during the academic year and summer.
- Base rates cover use of the space. Staffing, equipment and other services are added to your quote.
- Renters bring in their own catering and rentals and leave the space as they found it.

Request a quote

Email auxiliary@sms.edu with:

1. Your preferred date(s) and times, including setup and cleanup
2. The space(s) you're interested in
3. Expected number of guests
4. Type of event and any equipment or staffing needs

We'll follow up with availability and a custom quote.