



Large Party Private Events

www.stjamestearoom.com (505)242-3752
320 Osuna Rd. NE, Bldg. D, Albuquerque, NM 87107

Afternoon tea is a resplendent affair, reflecting a more serene and gracious age.

It is meant to be enjoyed slowly, savoring each bite, each sip.

It is a comfort, an indulgence, a sweet respite from our work-a-day busyness.



Served with Fine Tea

A Memorable Experience

Take a step into another time, another place. Enjoy comfortable elegance and old world charm in our unique setting that encourages both full-party camaraderie and small-group conversations.

Unique Venue

Afternoon Tea Service

- ✧ Themed menus
- ✧ Two-hour teatime experience
- ✧ Parlor-style seating areas

Large Party Reservation Space

- ✧ Half Library seats 21 – 22
- ✧ Full Library seats 43
- ✧ Full Tearoom seats 75 *(please call for details)*

Optional Amenities

- ✧ 1' x 5' Gift Table *(2 available)*
- ✧ 1' x 2' Dessert Table *(1 available)*
- ✧ Podium

Teatime Seatings

Tuesday and Wednesday

11:00 am – 1:00 pm
1:30 pm – 3:30 pm
4:00 pm – 6:00 pm

Thursday, Friday, Saturday

11:00 am – 1:00 pm
1:30 pm – 3:30 pm
4:00 pm – 6:00 pm
6:30 pm – 8:30 pm

Sunday

11:00 am – 1:00 pm
1:30 pm – 3:30 pm
4:00 pm – 6:00 pm

Closed Mondays



Holiday Hours

We are closed Thanksgiving Day, Christmas Day, and Easter Sunday. Please inquire about additional holiday extended hours and closures.



Teatime Menu

Our *prix fixe*, themed menu changes every few weeks, offering seasonally inspired teatime finger foods that are a delight to the soul, as well as the senses. Please inquire about the menu and theme for the dates of your reservation.

Menu Options

Teatime

- ✕ Adult
(5 savories, 2 breads, 3 sweets)
- ✕ Child (ages 4 – 10)
(2 savories, 2 breads, 2 sweets)

Menu Upgrades

- ✕ Nut-Free
- ✕ Vegetarian
- ✕ Gluten-Free
- ✕ Double Savories, No Sweets
(Adult: 2 x 5 savories, 2 breads;
Child: 2 x 2 savories, 2 breads)

Tea Options

- ✕ Regular Tea
- ✕ Decaf Tea (*less caffeine*)
- ✕ Herbal Tea (*caffeine-free*)

Upgrades

- ✕ Champagne Toast
- ✕ Sparkling Cider Toast
(*non-alcoholic*)

Tea Selection

The St. James Tearoom offers a selection of fine loose leaf tea to be enjoyed at your teatime. Each month's menu is paired with three teas to complement the three courses—savories, breads, and sweets. You may also request Decaf (specially steeped to have less caffeine) or Herbal (naturally caffeine-free) options, and our Child Menu (ages 4 – 10) is paired with three caffeine-free herbals that are chosen to appeal to young palates.

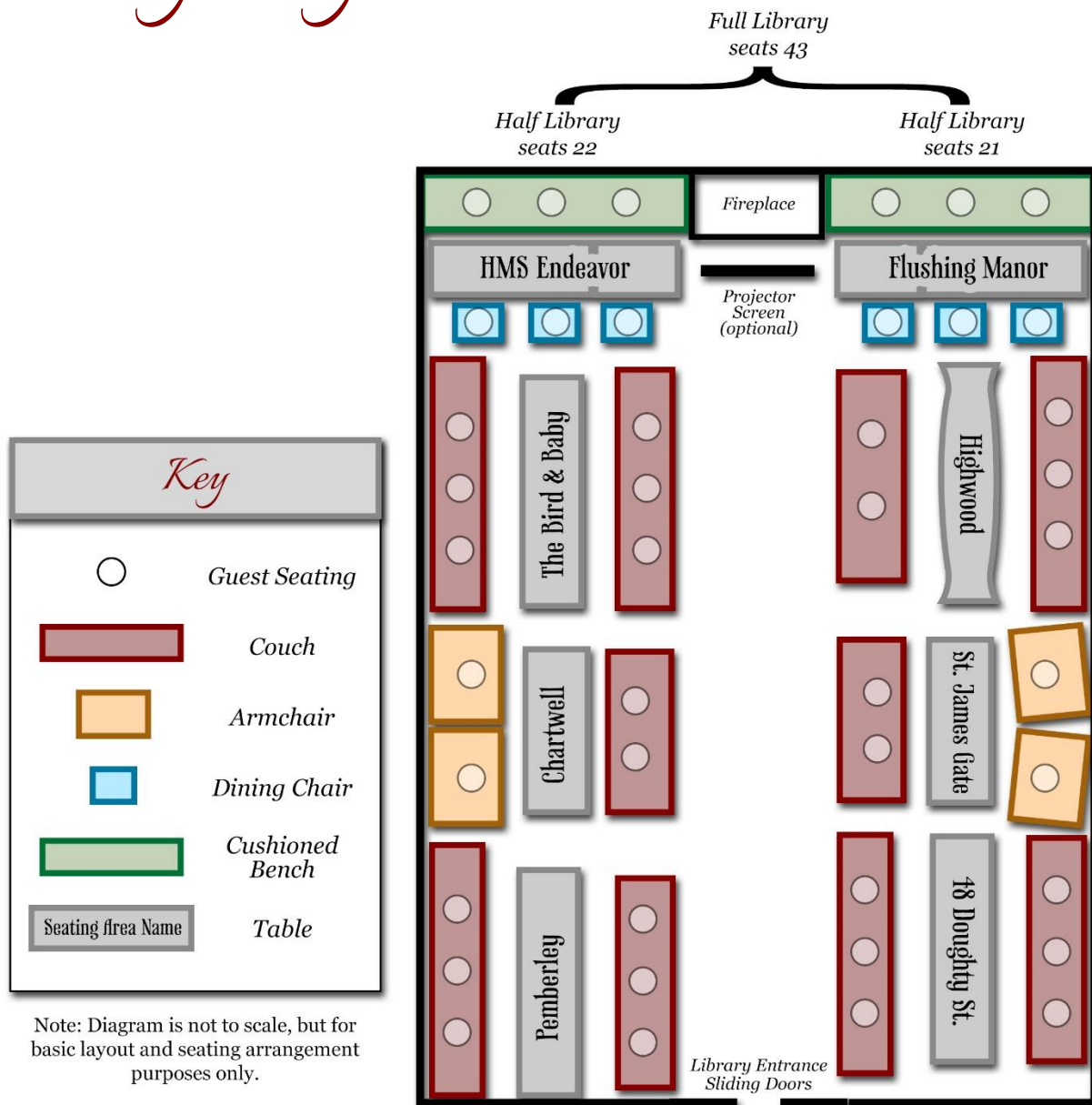


Prices

Please see our Price List for current prices and seasonal pricing. The St. James Tearoom is proud to pay our employees a living wage. No tip is expected or required!



Library Map



Guest Seating spots are based upon an average measurement of 20 to 22 inches in width.



Local Champagne

Reservations

Contract

Every party we serve is unique. The contract sets out very clearly what needs to be done for each party and what is expected. This ensures that no surprises greet the host or hostess when the party arrives for tea.

Large Party Director

Our Large Party Director will help you through every step to ensure that your reservation is detailed and ready for the day.

Room Fees

Room fees may apply, depending on the space reserved and the size of your party. Prices vary based on the day of the week; December and May menu dates may be subject to additional fees.

Cancellation Policy

You must cancel your reservation at least 7 days prior to the contracted event in order to receive a full refund. Cancellations within 7 days of the contracted event can result in a loss of deposit or a payment of total event costs.

Reserve through our online portal at
www.stjamestearoom.com
or by phone (505) 242-3752.

Tips for Reserving

Please reserve for the maximum number of possible attendees (i.e., the total number of invitations sent). An increase in party size may not be possible if other seating areas are already booked. Your final party count is due 7 days prior to the contracted event.

The larger the group, the longer the advance notice required. Weekends and holiday seasons book weeks in advance.

If your guests will be paying for themselves at your event, we recommend that the host or hostess collect each guest's payment at their time of RSVP. This helps guarantee both your number of attendees and payment for the final party count due 7 days prior to the contracted event.





Additional Information

Extended Time

Arrangements can be made beyond the two-hour teatime, where your party can be moved onto the Tea Terrace. Fees are based on 30 minute increments, for a maximum allowed time of 1.5 hours.

Speaker / Presentation

If you have a speaker for your group, we do require that the entire Library be reserved. This ensures that there will be no other parties in the Library who might overhear your speaker. A podium is available upon request.

Cakes

Each Regular Menu comes with three sweets, so outside desserts are not typically necessary. Serving fees apply if you choose to bring your own cake.

Decorations

The St. James Tearoom provides an elegant, old world ambiance that will make any occasion festive. Space around and on the tables is limited for decorations or party favors. Please set up an appointment with the Large Party Director to view the space prior to committing to either of these.

Child Policies

In our continuing effort to provide each guest with an enjoyable experience, we have set some policies and guidelines for groups that include children.

- We do not allow children under the age of 4 to attend teatimes. This is a difficult environment for small children, so please have your guests arrange for a sitter for any children under age 4.
- We can only accommodate children ages 4 – 10 with our Child Menu. Children ages 11 and up will receive the full Adult Menu.
- Children must be accompanied by an adult if they leave the table for any reason.
- Adult to child ratio: For every 2 children in your party (ages 4 – 10), there must be one adult.
- An adult must be present at any table where there is a child (regardless of age). Adults and children cannot have separate tables.



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Guest Information

Dress Code

The St. James Tearoom does not have a dress code. Please let your guests know if you would prefer a particular mode of dress for your event.

Guest Seating Capacity

We care very much that our guests are comfortable and at ease when they come to tea, so please advise us if anyone in your party may need extra personal room. Guest Seating spots on the Library Map (page 3) are based upon an average measurement of 20 to 22 inches in width.

Handicap Access

Wheelchair and walking aid accessible seating is available at certain tables in the Library. Please let us know if any of your guests require special seating.

Location and Parking

The St. James Tearoom is located on the southwest corner of Osuna Road and Edith Boulevard. Parking is available in the Tearoom's lot on the corner and in the Sun Valley Commercial Center parking lot just to the west. Both parking lots provide handicap parking spaces.

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We look forward to the pleasure of serving you!