

# Group Visit Guide

**Old Government House** 





This elegant Georgian house stands in 200 acres of parkland, overlooking the Parramatta River

Old Government House entrance (photo by Michael Kennedy)

# Old Government House, Parramatta

Old Government House is World Heritage Listed and situated on lands of the Burramattagal people. This is the oldest surviving public building in Australia and was built by convicts. Old Government House became the decision making centre of the colony and served as the grand 'country residence' for the Governors of Australia. It is home to the National Trust's premier colonial furniture collection, early textiles and significant homewares from the time of the Governors.

Each year there is a different exhibition upstairs with topics ranging from the Parramatta River, convict artisans, scientific discoveries, and colonial links to textiles. The exhibition runs from March to November with latest details available on the National Trust website.

Located in Parramatta, Old Government House is centrally located, 30 minutes' drive from the City of Sydney and in close proximity to the M4 Western Motorway. There are also excellent public transport links by train and ferry.

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### **GETTING TO OLD GOVERNMENT HOUSE**

### Address

Parramatta Park, Pitt Street Entrance Parramatta, NSW 2150.

### By car or coach

Enter Parramatta Park at the corner of Pitt and Macquarie Streets. Car spaces and coach parking available.

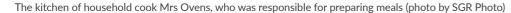
### By public transport

Old Government House is a 10 - 15 min walk from Parramatta Station or Parramatta Ferry Wharf.



Walking to the entrance of Old Government House (photo by Eddy Summers).

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Be welcomed into the house at the grand front entrance



Explore the Governor's private rooms with our expert guides (photo by Michael Kennedy)



Experiment Farm Cottage (photo by SGR Photo)

# **Group Visits**

Old Government House offers groups of 20 people or more a number of options to suit your itinerary and interests.

# 1 SELF-DISCOVERY

Introduction and self-guided tour

### \$12 per person | Allow 45 minutes

Experienced guides will introduce you to the house and then you can wander at will discovering the Georgian elegance of the formal entertaining rooms, the simplicity of the Governor's private rooms, and the working heart of the house in the servants quarters. Also spend time upstairs at our annual exhibition.

# HOUSE TOUR Guided House tour

### \$12 per person | Allow 60 minutes

Find out more from our expert guides as they lead you around the house set in Governor Macquarie's time then allow time upstairs for a self-guided visit of the exhibition.

# HOUSE AND EXHIBITION TOUR Guided House and Exhibition tour

### \$15 per person | Allow 90 minutes

A fully guided tour of both the house and exhibition to discover the many layers of history at Old Government House.

# THE FULL EXPERIENCE Guided House and Experiment Farm Cottage tour plus self-guided Exhibition visit

\$20 per person | Allow 3-4 hours including transfer time Why not also take a guided tour of our sister property Experiment Farm Cottage and make a day of it? Just 10 minutes' drive from Old Government House you will hear the tales of James Ruse, recipient of the first land grant. Transport not included.

### **GUIDE BOOK**

Property guide books are available for group visitors at a reduced price of \$5 (usually \$10). Full of interesting facts and images the guide book make a nice souvenir. If you visit both Old Government House and Experiment Farm Cottage you can purchase both guide books for just \$9.





# Make a day of it

Plan your visit to include more than one National Trust property, including the delightful Experiment Farm Cottage.

### **EXPERIMENT FARM COTTAGE**

A short drive away (approx. 10 minutes) is National Trust property Experiment Farm Cottage which marks the site of the first land grant in Australia. Given to James Ruse in 1789, it is named for the self-sufficiency experiment that proved European crops could be grown on Australian soil. Today the Indian-style bungalow built in c1835, gracefully sits amongst elegant cottage gardens and is furnished to reflect the early colonial period with rare pieces from the National Trust's collection.

### **Experiment Farm Cottage**

(02) 9635 8149

ogh@nationaltrust.com.au

nationaltrust.org.au/places/experiment-farm-cottage

### **OTHER NEARBY PROPERTIES ARE:**

### S.H. Ervin Gallery

(02) 9258 0173

sheg@nationaltrust.com.au nationaltrust.org.au/places/s-h-ervin-gallery

### Lindesay

(02) 9363 2401

lindesay@nationaltrust.com.au nationaltrust.org.au/places/lindesay

### Everglades House & Garden

(02) 4784 1938

everglades@nationaltrust.com.au

nationaltrust.org.au/places/everglades-house-gardens

### Norman Lindsay Gallery

(02) 4751 1067

nlg@nationaltrust.com.au

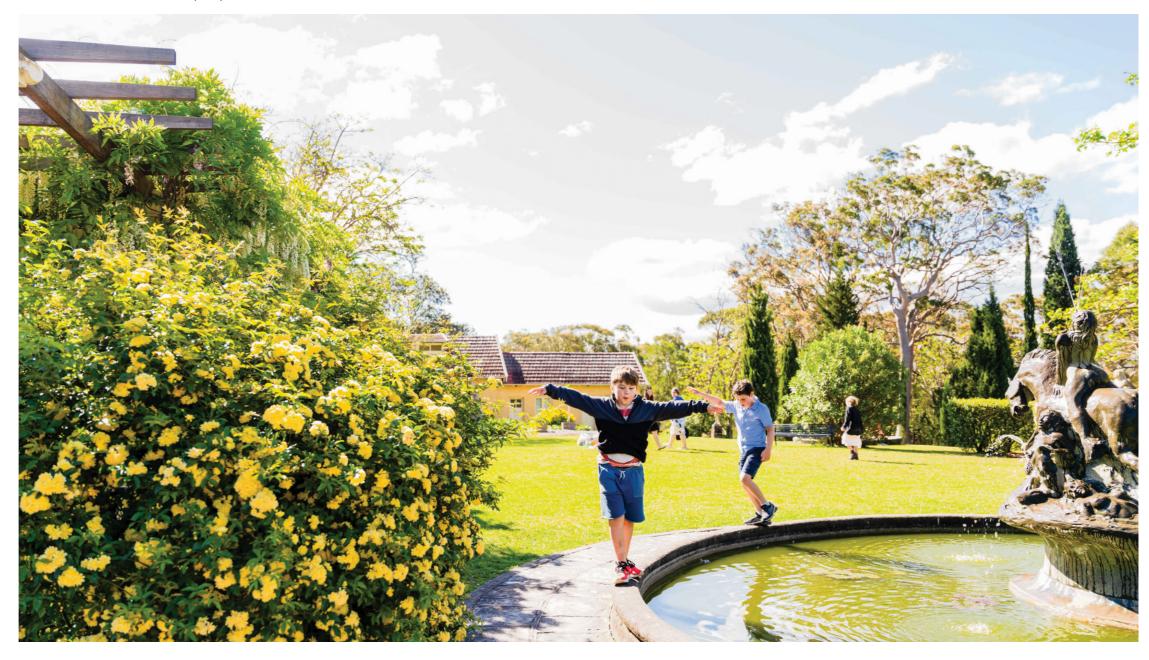
nationaltrust.org.au/places/norman-lindsay-gallery

### **Woodford Academy**

(02) 9258 0123

woodfordacademy@gmail.com

nationaltrust.org.au/places/woodford-academy









Experiment Farm Cottage S.H. Ervin Gallery Everglades House & Gardens



# **Facilities**

More information to assist you plan an enjoyable outing for everyone in your group.

### **Parking**

Free parking for cars and coaches is available nearby in Parramatta Park.

### Accessibility

Coaches are able to drop off right outside Visitor Reception.

Entry to the House is via two steps and accessibility ramps are available if needed.

The ground floor of the house is all one level. The exhibition is on the first floor reached using the staircase. There is no lift within the house.

### **Bathrooms**

Ample toilets, including accessible facilities, are available close to Visitor Reception.

### Barracks verandah

Relax under the verandah before or after your visit.

### **Old Government House shop**

Allow some time to browse the beautiful range of gifts, books and keepsakes at the shop. All purchases support the conservation and care of National Trust (NSW) properties.

### **CATERING OPTIONS**

### **Self-catering**

Bring your own lunch and relax on the Barracks verandah with tables and chairs for up to 40 people.

### Other local options

Ask us about local venues for groups.

From top: An aerial photo of Old Government House with the Parramatta River to the side (photo by Michael Kennedy); Georgian period rooms (photo by SGT Photo); Bell system.







# **Group Visit Terms and Conditions**

All bookings are made with the National Trust of Australia (NSW) (ABN 82 491 958 802). By booking a visit with us you are deemed to have agreed to these Group Visit Terms and Conditions (which constitutes the entire agreement between you and us) and your booking will be accepted by us on this basis. The services to be provided are those referred to in your booking confirmation email and invoice.

### Payment

- Invoices will be issued for all payments and payments must be made by direct transfer or by debit/credit card. American Express is not accepted. Only a single payment as per invoice will be accepted.
- Final numbers for your group required at least 10 days prior to the date of visit.
- 3. Full payment is required before your visit.
- Group tour leaders, coach drivers and carers acting in that capacity during a group visit are entitled to free admission to the property on the day of the group's visit.
- National Trust Membership discounts will be applied subject to Members showing proof of Membership upon arrival. Please advise when confirming final numbers if any of your group are National Trust Members.

### Group sizes

6. Minimum group size of 20 people applies. Guided tours of the house have a maximum of 40 people at any one time. Groups of 30+ may be split into smaller groups and may need to factor in time to allow for two or more consecutive house tours.

### Amendments to bookings

- Any request to change your booking must be made in writing, by emailing ogh@nationaltrust.com.au
- 8. Changes to dates and session times are subject to availability.
- On the day of the visit, should the number of visitors be less than the minimum number required, the cost will remain at minimum number. Should the number of visitors be greater than the number booked you will be invoiced for the additional visitors.

### Cancellation and refund policy

- 10. Cancellations must be made in writing to ogh@nationaltrust.com.au.
- 11. If you cancel your booking within 10 days of your visit, or if you fail to arrive on the scheduled day, no refunds apply.
- 12. The National Trust of Australia (NSW) reserves the right to cancel your visit should the need arise. If we cancel your booking, payments made may be applied to a mutually agreed alternative date or you may request a refund. In circumstances where the cancellation is due to external events outside our reasonable control, refunds will be less any unrecoverable costs.

### Arrival times

13. Please arrive 15 minutes prior to your scheduled booking time to allow for check-in. In the event of late arrival, please contact Old Government House on (02) 9635 8149. We cannot guarantee guide availability if groups arrive later than booked time.

### Weather impacts

14. For the safety and comfort of our visitors, it may be necessary to close the property in the event of extreme weather conditions. If this should happen your booking will be rescheduled or fully refunded.

### Protecting the collection and property

15. For the protection of our historic collections and properties, large bags and backpacks are not permitted inside our buildings.

### Video, sound and photography

16. Photography is permitted. Video or sound recording is not permitted inside the house or on guided tours.

### Insurance

17. Group visitors are covered by National Trust (NSW) Public Liability Insurance. In case of specific concern on the day, please immediately contact the manager or tour leader.

### Catering

18. Not applicable

### **Trading terms**

- 19. Group visits are not available on NSW public holidays and not all tour options are available every day the property is open.
- 20. Confirmation of a booking request is subject to property, staff and volunteer availability and payment of a non-refundable deposit.

### Safetv

- 21. Please take care when exploring the property: there is loose gravel on the paths, some paths are uneven or have slopes which may become slippery in wet weather.
- 22. All children under 15 years must be supervised by an adult at all times.

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# **Group Visit Booking Request**

### **OLD GOVERNMENT HOUSE**

To request a group booking please complete this form and email to ogh@nationaltrust.com.au

VISITOR INFORMATION				
Group name:		Group size (minimu	Group size (minimum 20):	
Contact name:				
Contact email:				
Contact phone:				
Contact name and phone details on the day (if different from above)	:			
BOOKING DETAILS				
Day: Date:	/	/		
Estimated arrival time:		Group tours can be booked from 10am with last tour starting at 3pm.		
Estimated departure time:	- WILITIASE LO			
GROUP VISIT OPTIONS (please select one)		Price per person	Number of people (minimum 20)	
SELF-DISCOVERY: Introduction and self-guided tour (allow 45 minutes) Experienced guides will give you an introduction and then you are free to discover the house and exhibition.		\$12		
HOUSE TOUR: Guided House tour (allow 60 minutes)  Expert guides lead your around the house and then allow time for a self-guided visit of the exhibition.		\$12		
HOUSE AND EXHIBITION TOUR: Guided House and Exhibition tour (allow 90 minutes)  A fully guided tour of both the house and exhibition		\$15		
THE FULL EXPERIENCE: Guided House and Experiment Farm Cottage tour plus Exhibition visit (allow 3–4 hours) Fully inclusive guided experience of both properties and self-guided exhibition visit. Transport not included.		\$20		
GUIDE BOOK: Old Government House		\$5		
GUIDE BOOK: Old Government House and Experiment Farm Cottage		\$9		

### **ACCEPTANCE OF TERMS AND CONDITIONS**

As representative of the group, I confirm that I have read and accept the terms and conditions outlined in the Group Visit Guide.

rint name:	Signature:

IMPORTANT INFORMATION	
Booking confirmation	Not all tour options are available every day the property is open. Your booking and a schedule for your visit will be confirmed in writing.
Payment	Invoices will be issued for all payments. Final numbers are required at least 10 days prior to the date of visit. Full payment is required before your visit. Please see full terms and conditions attached.
Group size	Minimum group booking number is 20 people. Maximum of 40 people in the house at any one time. Large groups may be split into smaller groups within the house and gardens
Arrival times	We cannot guarantee guide availability if your group arrives later than the confirmed time.
Opening hours	Old Government House opens at 10am and closes at 4pm.
Coach/car parking	Main entry is via Pitt Street. Free parking for cars and coaches in Parramatta Park.  A parking permit is available for coaches. Drop off and pick up available at Visitor Reception.
Accessibility	There are two steps up to the house and two flights of stairs separated by a landing to the first floor. There is no lift within the house. There are wheelchair accessible toilet facilities. Portable ramps are provided for house access.
Wet weather	There are limited undercover areas in the grounds. Visitors should be prepared for all weather events.

OFFICE USE ONLY			
Booking taken by:	Date taken:	Confirmation date:	
Program confirmed:	Invoiced:	Payment received:	

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Oatley Clock, Old Government House (photo by Eddy Summers) Front cover: Aerial view of Old Government House (photo by Michael Kennedy)

# Contact us

Parramatta Park, Parramatta, NSW 2150 ogh@nationaltrust.com.au (02) 9635 8149

For information about our opening times and special events, visit nationaltrust.org.au/places/old-government-house

**f** @OldGovernmentHouse

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