

SIGIR 2017
August 7(Mon) – August 11(Fri), 2017
Keio Plaza Hotel Tokyo, Tokyo, Japan

JTB Global Marketing & Travel Inc. (JTBGMT) has been appointed the official travel agent for the congress and will handle accommodation.

HOTEL ACCOMMODATION

JTB GMT has booked rooms at hotels in Tokyo for the congress period. Reservations will be processed in order of application.

| No | Hotel Name (Check-in & out time) | Room Rates Without Breakfast | | Room Rates With Breakfast | | 1. Address 2. Phone 3. Access to closest station 4. Access to the venue 5. Accommodation fee for children |
|----|---|--|--|--|---|---|
| | | Single with bath | Twin with bath | Single with bath | Twin with bath | |
| 1 | Keio Plaza Hotel Tokyo (14:00/11:00) | Standard *JPY 26,000 Superior *JPY 29,000 | Standard JPY31,000 Superior JPY34,000 | Standard *JPY 28,000 Superior *JPY 31,000 | Standard JPY 35,000 Superior JPY38,000 | 1. 2-2-1 Nishi-Shinjuku, Shinjuku-ku 2. +81-3-3344-0111 3. 5 min. walk from West Exit, JR Shinjuku Sta. 4. [VENUE] 5. a child aged 5 and under can stay for free per bed |
| 2 | JR Kyusyu Hotel Blossom Shinjuku (14:00/11:00) | JPY13,000 JPY16,900 (Aug 5, 11 & 12) | JPY21,200 JPY25,600 (Aug 5, 11 & 12) | JPY15,350 JPY19,250 (Aug 5, 11 & 12) | JPY25,900 JPY30,300 (Aug 5, 11 & 12) | 1. 2-6-2, Yoyogi, Shibuya-ku, 151-0053, Japan 2. +81-3-5333-8687 3. 3 min walk from South Exit of JR Shinjuku Sta. 4. 7 min. walk 5. a child aged 5 and under can stay for free per bed |
| 3 | Keio Presso Inn Shinjuku (15:00/10:00) | --- | --- | JPY 13,000 | --- | 1. 3-4-5Nishi-Shinjuku, Shinjuku-ku, 2. +81-3-3348-0202 3. 9 min. walk from South Exit, JR Shinjuku Sta. 4. 8 min. walk 5. a child aged 9 and under can stay for free per bed |
| 4 | Nishitetsu Inn Shinjuku (15:00/10:00) | JPY 11,440 | --- | JPY 12,520 | --- | 1. 7-23-2 Nishishinjuku, Shinjuku-ku 2. +81-3-3367-5454 3. 2 min. walk from Subway Nishi-Shinjuku Sta. 4. 10 min. walk 5. a child aged 4 and under can stay for free per bed |
| 5 | Shinjuku New City Hotel (15:00/10:00) | JPY 10,260 *JPY 13,600 | JPY 16,200 | JPY 11,556 *JPY 14,896 | JPY 18,792 | 1. 31-1 Nishi-Shinjuku 4-chome, Shinjuku-ku 2. +81-3-3375-6511 3. 14 min. walk from South Exit, JR Shinjuku Sta. 4. 10 min. walk 5. a child aged 5 and under can stay for free per bed |

- ◆ Room rates include service charge, a 8% consumption tax and hotel tax where applicable.
- ◆ * indicates single occupancy of a twin or double room.

Participants wishing to reserve hotel accommodation should apply online **no later than July 10, 2017.**

Application should be accompanied by a remittance the total amount of the room charge due JTBGMT. (The hotel deposit will be credited to your bill. All hotel expenses deducting the deposit should be paid directly to the hotel.)

No reservation will be confirmed in the absence of this payment. All payment must be in Japanese yen.

Payment should be in the form of:

- One of the following credit cards

1. VISA 2. MasterCard 3. Diners Club 4. AMEX 5. JCB

- Bank transfer to following account

Beneficiary name: JTB Global Marketing & Travel Inc.

Bank name: The Bank of Tokyo-Mitsubishi UFJ, Ltd.

Branch name: Shin-Marunouchi Branch

Bank address: 1-4-1 Marunouchi, Chiyoda-ku, Tokyo 100-0005 Japan

Account number: 4760343 Swift code: BOTKJPJT

Message: sigir2017

*If the remitter's name is different from the participant's name or the remittance covers more than one person, please clarify the name of each participant.

*After making a remittance, please send us a copy of the bank receipt to avoid possible confusion.

CONFIRMATION

Your reservation would be completed upon receipt of your online reservation information and verifying your payment. The Confirmation button will be displayed when you complete your reservation. Please print your confirmation slip by clicking the Confirmation button and bring it with you to the reception desk upon checking-in at the hotel.

CANCELLATION

In the event of cancellation, the following cancellation fees will be deducted before any refund is made.

Cancellation Charge for Keio Plaza Hotel Tokyo

| | |
|---|---------------------------|
| Up to 91 days before the first night of stay ----- | None |
| 90 to 61 days before ----- | 20% of total room charge |
| 60 to 31 days before ----- | 30% of total room charge |
| 30 to 15 days before ----- | 50% of total room charge |
| 14 to 4 days before ----- | 80% of total room charge |
| From 3 days before today of arrival or no notice given----- | 100% of total room charge |

Cancellation Charge for Other Hotels

| | |
|--|---------------------------|
| Up to 10 days before the first night of stay ----- | None |
| 9 to 2 days before----- | 20% of daily room charge |
| 1 day before ----- | 80% of daily room charge |
| On the day of arrival or no notice given ----- | 100% of daily room charge |

* Please revise and/or cancel your reservation by log-in to your Personal Page.

INQUIRY DESK

JTB Global Marketing & Travel Inc.

Event & Convention Division (CD393710-008)

Tokyo Front Terrace Bldg.7F, 2-3-14 Higashi-Shinagawa ,
Shinagawa-ku, Tokyo 140-8604 Japan

Fax:+81-3-5495-0685

Phone:+81-3-5796-5445

E-mail: sigir2017@gmt.jtb.jp

GUIDED TOURS

Guided tours are available in major cities such as Tokyo, Kyoto, Osaka, Nagoya, etc.

For details and reservation, please visit: JAPANiCAN.com