

# Meeting Venue Information

## Meeting Venue

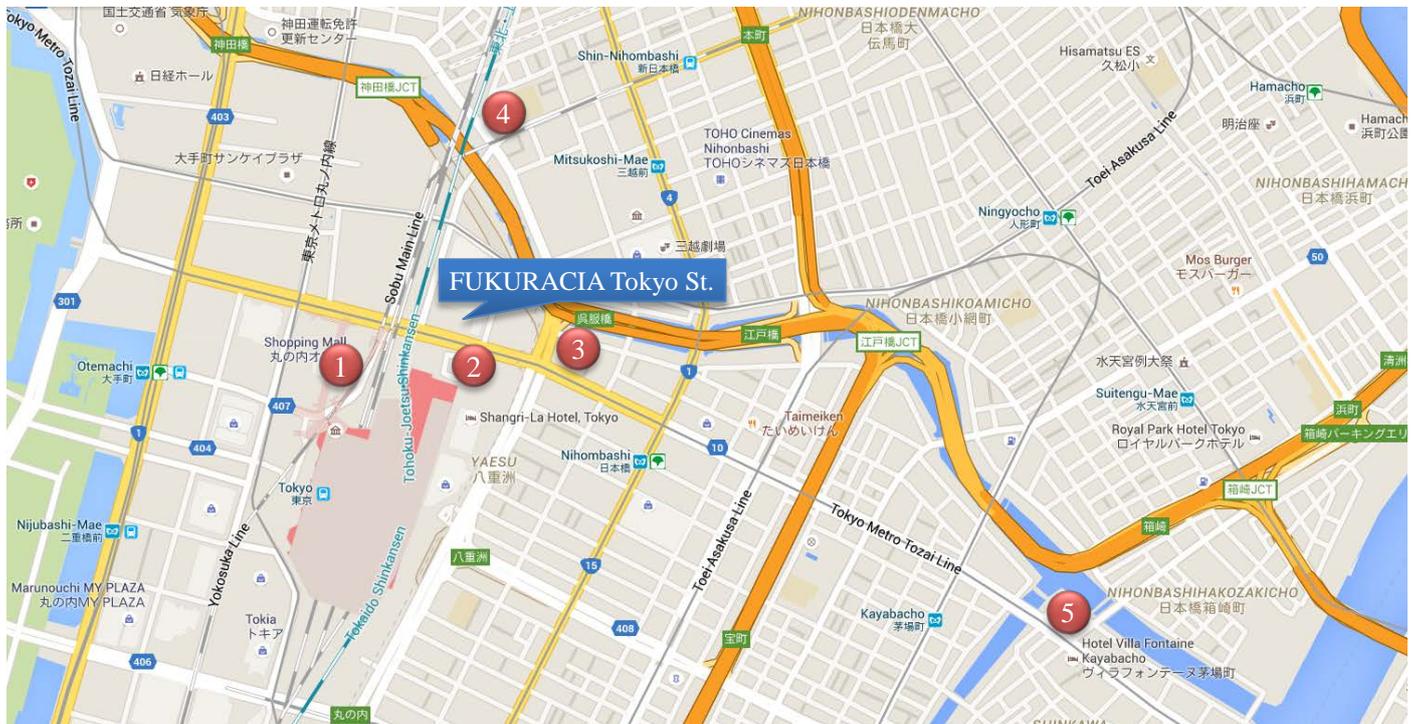
The 2016 CSLF Annual Meeting will be in Tokyo, Japan at **Fukuracia Tokyo Station** (5-6<sup>th</sup> floor, Asahi-seimei Otemachi Building, Otemachi 2-6-1, Chiyoda-ku, Tokyo) from Monday, October 3 through Friday, October 7. (Map showing location of venue is on next page, below.).

## Hotel Room Block

A block of rooms has been set aside for meeting attendees in five hotels, as shown in the table. You can reserve one of these rooms at <http://nitsu-ryoko.co.jp/event/cslf/english.html> by September 15.

Hotel	Room Type	Fee per night *	10/1 (Sat)	10/2 (Sun)	10/3 (Mon)	10/4 (Tue)	10/5 (Wed)	10/6 (Thu)	10/7 (Fri)	10/8 (Sat)	Access to the venue
1. Marunouchi Hotel	Single room	JPY 27,800	10	10	10	10	10	10	10	0	1 min walk
	Twin for 1	JPY 34,500	3	3	3	3	3	3	3	0	
	Twin for 2	JPY 44,800									
2. Hotel Metropolitan Marunouchi	Single	JPY 26,800	8	12	12	12	12	12	12	8	1 min walk
	Twin for 1	JPY 43,600	0	4	4	4	4	4	4	0	
	Twin for 2	JPY 43,600									
3. Hotel Ryumeikan Tokyo	Single room	JPY 25,800	10	10	10	10	10	10	10	10	3 mins walk
4. Keio Presso Inn Otemachi	Single room	JPY 10,500	20	20	20	20	20	20	20	20	7 mins walk
5. Pearl Hotel Kayabachou	Single room	JPY 9,800	15	15	15	15	15	15	15	15	15 mins walk
	Twin for 1	JPY 14,000	3	3	3	3	3	3	3	3	
	Twin for 2	JPY 18,000									

\* Including breakfast and tax



## VISA Application

For assistance in obtaining a visa to enter Japan, please contact the Ministry of Economy, Trade and Industry (METI) at [CCS@meti.go.jp](mailto:CCS@meti.go.jp). Please refer to the “2016 CSLF Annual Meeting” in your email.

# FUKURACIA TOKYO St.

Asahi-seimei Otemachi Building 5-6 th floor,  
Otemachi 2-6-1, Chiyoda-ku, Tokyo

