

## IARU Senior Officers' Meeting – Travel Information

The University of Tokyo, 20–21 September 2018

Conference Room, Ito International Research Center

### Program at a Glance (tentative)

<b>Wed, 19 September</b>	16:00 – 17:30 (TBD)	UTokyo Campus / General Library (newly renovated) / Academic Commons (new construction) Tour
	19:00 – 21:00	Welcome Dinner at Restaurant <i>Hantei</i> 2-12-15 Nezu, Bunkyo-ku, Tokyo
<b>Thurs, 20 September</b>	<b>09:00 – 17:00</b>	<b>IARU Senior Officers' Meeting – Day 1</b>
	09:00 – 12:00	<b>Morning Session</b>
	12:00	Lunch & Group Photo
	13:30 – 17:00	<b>Afternoon Session</b>
	17:00	Walk back to hotel
	18:30 – 21:00	<b>Formal Dinner</b> at <i>Yakatabune Oedo</i> (traditional river cruise restaurant)
<b>Fri, 21 September</b>	<b>09:00 – 12:00</b>	<b>IARU Senior Officers' Meeting – Day 2</b>
	09:00 – 12:00	Morning Session
	12:00	Lunch
	13:00 – 15:30	Optional tour to the JP Tower Museum INTERMEDIATHEQUE (UTokyo Industry & Academia Project Museum)

### Accommodation

Rooms have been blocked at [Hotel Forest Hongo](#) and preferential rates are guaranteed from the night of 18 September until the night of 21 September. The rate is JPY 11,500 for a single occupancy per night, including breakfast, Wi-Fi access and tax. Official check-in and check-out times are 15:00 and 11:00 respectively.

Please book your accommodation with UTokyo by 27 July through the following website:

<https://goo.gl/forms/3S1QaMIijvpwOU63>

Cancellation fee may apply after Wednesday, 29 August (JST).

If you require a double occupancy room, please contact UTokyo as early as possible, as the number of rooms are very limited.

### **Hotel Forest Hongo**

6-16-4 Hongo, Bunkyo-ku

Tokyo, 113-0033

Email: [forest\\_hongo1@sunroute.jp](mailto:forest_hongo1@sunroute.jp)

<https://www.forest-hongo.com/en/>

### **Transportation from the Airport to Hotel Forest Hongo**

<https://www.forest-hongo.com/en/location/>

#### **By Taxi**

##### Narita

There is a fixed fare taxi (airport taxi) service at Narita Airport. Fares are based on the destination. From Narita Airport to the Hotel Forest Hongo, Zone C rates (Chuo, Chiyoda, Taito, Bunkyo and Arakawa Wards) will apply and cost JPY 21,500 (Via Bayshore Freeway). The ride takes about two hours.

Fixed fare taxi service at Narita Airport: <https://www.narita-airport.jp/en/access/taxi#section-2>

##### Haneda

The ride from Haneda Airport to the Hotel Forest Hongo takes about one hour. Some taxi companies may offer fixed fare taxi services. If you have any inquiries about this, please contact Ms. Yuko Ohkuma ([uni-alliance.adm@gs.mail.u-tokyo.ac.jp](mailto:uni-alliance.adm@gs.mail.u-tokyo.ac.jp)).

Taxi Stand Information at Haneda Airport: <http://www.haneda-airport.jp/inter/en/access/taxi.html>

#### **By Public Transportation**

##### Narita

The Keisei Skyliner trains and JR Narita Express (N'EX) are easily accessible from Narita International Airport.

The Skyliner train (ticket JPY 1,240 + Skyliner ticket JPY 1,230) arrives at Ueno Station, followed by a 10-minute taxi ride to the hotel (Approx. JPY 1,500).

The Narita Express (JPY 2,820 / Ordinary Cars) is a limited express train with all reserved seating and arrives at Tokyo Station, followed by a 20-minute taxi ride to the hotel.

Keisei Skyliner: [www.keisei.co.jp/keisei/tetudou/skyliner/us](http://www.keisei.co.jp/keisei/tetudou/skyliner/us)

JR Narita Express: [www.jreast.co.jp/e/nex](http://www.jreast.co.jp/e/nex)

### Haneda

From Haneda Airport, you can take the monorail to Hamamatsu-cho Station (23 minutes, JPY 490). From the station, take Japan Railway (JR) Yamanote Line (or Keihin Tohoku Line) to Ueno Station (15 minutes, JPY 170). The hotel is a 10-minute taxi ride from the station.

### **By Airport Limousine (Scheduled Shuttle Service)**

<http://www.limousinebus.co.jp/en/>

### Narita

From Narita Airport to Tokyo Station, you can take a bus bound for “T-CAT (Tokyo City Air Terminal), Tokyo Station, or Nihombashi”. The journey takes about 1.5 hours. The service runs almost every hour from the airport and costs JPY 2,800. Tickets can be purchased at the ticket counter in the arrivals lobby of the airport. Return tickets can be purchased on board. From Tokyo station the hotel is a 20-minute taxi ride.

### **Contact Information, IARU Secretariat**

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