

## NOTES

- 1 Tokyo Metropolitan Government and TCVB will cover the following costs.
  - Airfare (round trip)
  - Hotel Accommodation costs (including early check-in fees)
  - Meals indicated in the itinerary of Tokyo FAM Trip.
  - Transportation fares to and from Narita/Haneda Airport and hotel/ inspection site, and entrance fees to the tourist attractions and venues indicated in the itinerary of Tokyo FAM Trip.
- 2 Please kindly cover the following items at your own expenses.
  - Domestic transportation fares in your country
  - Travel Insurance fee for this trip
  - Laundry service, Telephone charge, or other personal expenses during this FAM trip
  - Beverages in a restaurants except at the reception.
  - Any additional service offered by your accommodation, such as mini-bar, room service, etc.
- 3 Please note that all participants will be requested not to smoke during the FAM trip, such as meetings, inspections and receptions. Smoking is basically prohibited in public spaces in Tokyo.

Thank you for your understanding and cooperation

## Emergency Contact

### 【 Hotel 】

### 【 Organizer 】

#### Tokyo Convention & Visitors Bureau

Official website <http://tcvb.or.jp/en/>

Official Facebook <https://vi-vn.facebook.com/TokyoFanClub.vn>

<https://www.facebook.com/TokyoFanClub.id>

<https://www.facebook.com/TokyoFanClub>

Address: Nisshin Bldg. 6F

346-6 Yamabukicho, Shinjuku-ku, Tokyo 162-0801, Japan

TEL :      FAX :

Office hour : Monday through Friday 09:00~17:45 hrs.

\*In charge of this trip (TCVB Asia promotion team)

for Vietnam Agents : [REDACTED] (Mr.)      Mobile: [REDACTED]

for Indonesian Agents : [REDACTED] (Ms.)      Mobile: [REDACTED]

for Philippines Agents: [REDACTED] (Ms.)      Mobile: [REDACTED]

\*Mobile phone is available only during the FAM trip (Nov, 27th –DEC.2nd, 2016)

#### Tokyo Metropolitan Government

[REDACTED]  
[REDACTED]

**【Hotel Inspection】**

No	Hotel name	Person in charge	e-mail address Hotel URL
1	i		
2			
3			
4			

**【NOTE】****【 Site Inspection 】**

11/28 【Vietnam】

No	Place	Note
1	銀座エリア  .	
2	六本木エリア	

## 11/28 【Indonesia】

No	Place	Note
1	新宿エリア	
2		
3		

## 11/28 【Philippines】

No	Place	Note
1		
2		
3		

**【共通行程】**

No	Place	Note
1		
2		
3		
4		

5		
6		
7		
8		
9		

**【Cultural Experience】**

No	Place	Note
1		
2		
3		

**【Restaurant】**

Day2 11/28 Lunch (ベトナム)

Area			
Restaurant name			
WEB		TEL	
Address		FAX	-
English menu		Average Budget	
Table seat		Today' s menu	
Private room			
Seat Reservation			
Credit card			
Note			

Memo