

# ICSG2013 - SLS ~ACCOMMODATION PLAN~

Event Period: Sun, JUL 28 to Thu, AUG 1, 2013  
Venue: Keio Plaza Hotel Sapporo

## DATE

Sun, JUL 28 / Mon, JUL 29 / Tue, JUL 30 / Wed, JUL 31 / Thu, AUG 1, 2013

This time of period in Hokkaido would be peak season for the sightseeing.  
So we highly recommend booking the accommodation early.

## RATE (JPY)

HOTEL	ACCESS	TYPE	RATE (JPY)	CODE
<b>Near the JR Sapporo Station</b>				
<b>Keio Plaza Hotel Sapporo</b>	5-minute walk from JR Sapporo ST. South Exit (event venue)	Single	14,700	<b>A-1</b>
		Twin	11,550	<b>A-2</b>
<b>Hotel Gracery Sapporo</b>	2-minute walk from JR Sapporo ST. South Exit (3-minute walk to the venue)	Single	10,500	<b>B-1</b>
		Twin	8,500	<b>B-2</b>
<b>Hotel Keihan Sapporo</b>	4-minute walk from JR Sapporo ST. South Exit (5-minute walk to the venue)	Single	9,500	<b>C-1</b>
		Twin	8,000	<b>C-2</b>
<b>Best Western Hotel Fino Sapporo</b>	3-minute walk from JR Sapporo ST. North Exit (6-minute walk to the venue)	Single	8,500	<b>D-1</b>
		Twin	7,500	<b>D-2</b>

### [NOTES]

- (1) The rate is including breakfast, tax and service charge.
- (2) The room rates are indicated PER PERSON, PER NIGHT even if you use TWIN room with two persons.
- (3) Please write your accompanying person's name when you use the twin room with two persons.
- (4) Some of the hotels accept the non-smoking requests, however, the rooms might NOT be available. In this case, the rooms are deodorized by the ozone deodorization procedure.
- (5) Please write your 2nd choice, just in case the 1st choice hotel is not available.
- (6) The room would be served on a first - come - first -served basis.
- (7) There is no tour conductor for this plan.
- (8) The minimum number of persons for this plan is 1 person.

## INFORMATION FOR APPLICATION

- (1)The application would be accepted only by FAX or E-mail.
- (2)Please complete necessary information and send us the application form.
- (3)Payment should be made only by credit card. Please send us the credit card information by FAX or E-mail.
- (4)The rate would be accepted only Japanese Yen.

## APPLICATION DUE DATE

**Mon, JUL 1, 2013**

The hotel rooms might NOT be available after this date.

## CANCELLATION POLICY

Date of cancellation	Cancellation Fee
1. 8 days before your first check-in date.	Free
2. 7 to 2 days before your first check-in date	20% of all the rate
3. 1 day before your first check-in date	40% of all the rate
4. on that date	50% of all the rate
5. No-show or cancellation without any notice or cancellation after check in time	100% of all the rate

## INQUIRY

### "ICSG2013 - SLS" Accommodation Desk

C/O JTB Hokkaido

Corporate Sales Office, Sapporo

Address : Urban net Sapporo Bldg, 8th floor

1-2, Kita-1, Nishi-6, Chuo-ku, Sapporo, JAPAN

E-mail : jtb\_spktaikai@hkd.jtb.jp

Phone : +81-11-221-4800 / FAX : +81-11-232-5320

Office Hours : 9:30 A.M. – 5:30 P.M. Weekday (closed on Sat, Sun, and holiday)

## Guidelines for Protection of Private Information by JTB Corp.

As a member of the JTB group, we have established our corporate credo of helping to create a peaceful and richly satisfying society by bringing together people of different regions and nations.

As our philosophy under the credo, we are endeavoring to increase our corporate value through constant reform of our operations by sincerely providing the best products and services as well as continuing to strive to provide the ultimate in customer satisfaction, while fulfilling open and fair corporate activities for the important reliance placed on us by our customers, business partners, and society.

For the actualization of such credo and philosophy, we think that it is an indispensable requirement to securely protect personal information of all the people that are related to us, including our customers. Therefore, we will take the following measures.

- (1) We will prepare the compliance program on protection of personal information that conforms to the JISQ15001 standard, and all our directors and employees will strictly observe it.
- (2) We will collect, use, provide, and handle personal information in accordance with the above compliance program. We will legally and fairly collect such information within the range necessary to our business for use and provision within the aimed scope.
- (3) We will take organizationally and technologically reasonable measures to prevent and correct loss, destruction, falsification, leakage, and other risks of all the personal information handled in our company, as well as illegal access to it.
- (4) We will observe laws and ordinances on protection of personal information, guidelines, social norms, and public order and morals.
- (5) We will constantly improve the compliance program and the personal information protection system through regular auditing and checking.

Apr, 2009 JTB Hokkaido Corp. President

## Contract for Agent – Organized Tours (Brief)

1. JTB shall provide tour arrangements and itinerary management so that the client receives tour during the tour itinerary set by JTB.
2. The content and conditions of the contract shall conform to those specified for each tour itinerary, the final itinerary handed to clients before departure, and Agent-Organized Tours as described in JTB's general terms and conditions as based on the Travel Agency Law.
3. When applying for group tour arrangements, the tour contract including conclusion and cancellation of the contract shall be exchanged between JTB and the group representative.
4. Included in the Tour Fare: accommodation fee as the list, handling fee, consumption tax.
5. Certified Travel Supervisor: Koji Abe (Mr.)