

# TOKYO FAM TRIP 2018



From Nov.25, 2018 to Nov.30, 2018

**Tokyo Metropolitan Government**

**Tokyo Convention & Visitors Bureau**



# NOTES

- 1 Tokyo Metropolitan Government and TCVB will cover the following costs.
  - Airfare between Delhi and Tokyo/Narita (round trip)
  - Hotel Accommodation costs
  - Meals indicated in the itinerary of Tokyo FAM Trip.
  - Transportation fares to and from Narita 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 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 (TCVB)**

Official website <http://www.gotokyo.org/en/index.html>

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

Address: Nisshin Bldg. 6F, 346-6 Yamabukicho, Shinjuku-ku, Tokyo 162-0801, Japan

E-mail : [tourist@tcvb.or.jp](mailto:tourist@tcvb.or.jp)

#### **Tokyo Metropolitan Government**

City Sales Team, Planning Section, Tourism Division

Bureau of Industrial and Labor Affairs

### 【 English Speaking Guide 】

### 【 Official Travel Agent 】

**【Name List】**

No.	Office	Name		Sex
1				
2				
3				
4				
5				
6				

**【 Hotel Inspection】**

No.	Date	Hotel name	Note
1			
2			
3			

## 【Site Inspection】

DATE :

No	Place and Itinerary	Note
1		
2		
3		

## 【Restaurant】

Day2: Nov.\*\* Lunch

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

**TOKYO FAM TRIP Wrap up meeting Agenda (tentative)**

<p>(1)</p>	<p><b>Question1</b> Did you find new discoveries that are useful for future tour planning through this FAM trip? Please let us know the overall impressions.</p>
	<p><b>Question2</b> Was there the attractive sightseeing spot for your tourists among the places that weren't included in this FAM trip? And please tell us the reasons.</p>