http://www.keioplaza.com/

BOOKING FORM for IFBIC 2025 PARTICIPANTS

**＊Please send this form by e-mail to:IFBIC 2025 Organizing Secretariat**

**E-mail: ifbic2025@ndmc.ac.jp**

I would like to make a following reservation.

|  |  |
| --- | --- |
| \*Check-in date & time: | May xx, 2025 xx:xx |
| \*Check-out date: | May xx, 2025 xx:xx |
| \*The number of guest: |  |
| \*Guest name: | Mr. / Ms. |
| Comment: |  |

\*\*.All guest rooms are prepared as non-smoking

Room Rate: inclusive of daily breakfast, in-room Wi-Fi, 15% service charge and taxes

Main Tower

|  |  |
| --- | --- |
| Standard Room (23.5 sqm): | 36,000 JPY per room per night for Single use |
|  | 41,000 JPY per room per night for Twin use |

**GENERAL CONDITIONS:**

Booking deadline for the special conference rates is **April 22th**. After this date the hotel no longer guarantees the availability of rooms at the contracted conference rate. Above room rates are applicable between the period of **May 6-12** (check-out on May 13), and reservations for any dates outside of this period will be confirmed at the best available rate depending on availability.

All hotel expenses should be made directly to the hotel upon check-in.

The official check-in time is 16:00; the official check-out time is 11:00. Clients arriving before 16:00 on the day of check-in will be accommodated depending on hotel’s availability.

**Cancellations must be made in writing at the latest 5 p.m. on the day before the scheduled arrival date (Japan local time). If not received, the hotel is entitled to charge 1 (one) night’s accommodation fee (taxes included).**

The special rate is only valid when reservation is made by use of this form.