

# Information for participants

## TPFC2019, day 1 (Feb. 18)

1. First, register your attendance at the registration desk (9:15-10:00).
2. At the registration desk, please also **pay the banquet fee** (4,000 JPY), if you are attending the conference dinner.

## TPFC2019, day 2 (Feb. 19)

1. Please register for the day at the registration desk. TPFC symposium is requested to confirm their attendance every day.
2. The poster preview session will be held concurrently with the extended lunch break. A complimentary light meal will be provided on the site. **Please also note that nearby coffee shop Tully's and the restaurants in the Lalaport shopping mall are unfortunately closed on this day.**
3. Before the lunch/poster session, group photos will be taken. Please follow the instruction from the TPFC organizers.
4. A conference dinner will follow the symposium on this day.

## Conference Dinner

The conference dinner will be held on Tuesday evening, February 19, at Comesta (Italian restaurant) on the first floor of Mitsui Garden Hotel Kashiwano-ha.

<http://comestadome.jp/kashiwanoha/> [in Japanese]

**Fee: If you join the conference dinner, please pay the banquet fee of 4,000 JPY at the registration desk on the first day.**

**Cancellation:** If you have expressed your intention to attend the dinner but become unfortunately unable to attend it, please let us know immediately but no later than Feb 18. **Cancellation notice after this will result in a cancellation charge.**

**Participation w/o prior reservation:** Conversely, if you become able to join the banquet even though you previously told us you would not be able to, please let us know as soon as possible. Some seats are still available.

## Poster preview session

Prior to the poster session, on 19<sup>th</sup> in 12:20-14:20, a “poster preview session” is scheduled for each poster presenter to provide a brief introduction on her/his poster **using one slide in one minute**.

## Poster awards

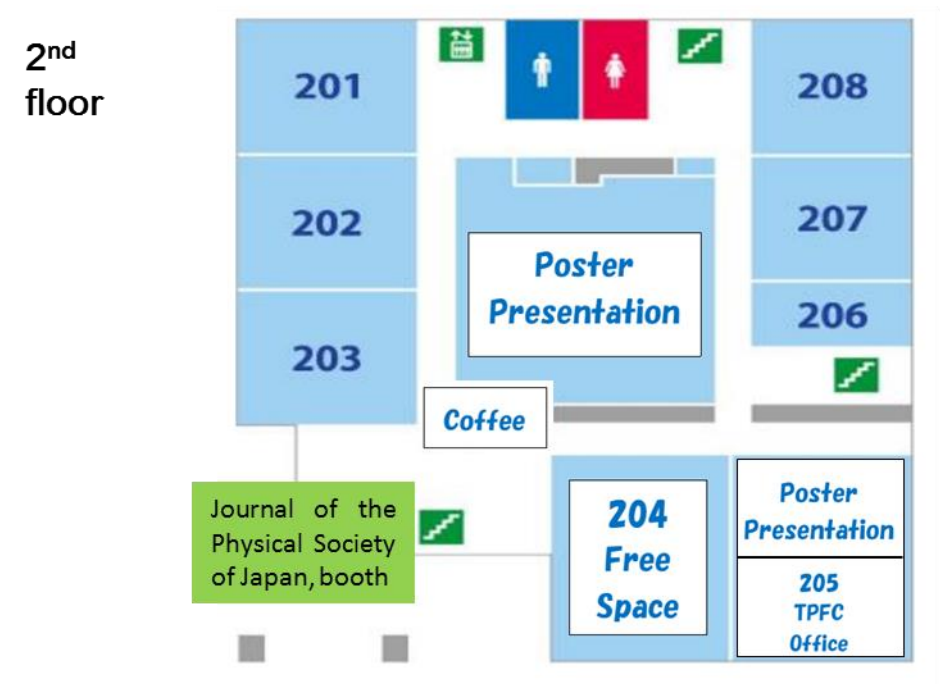
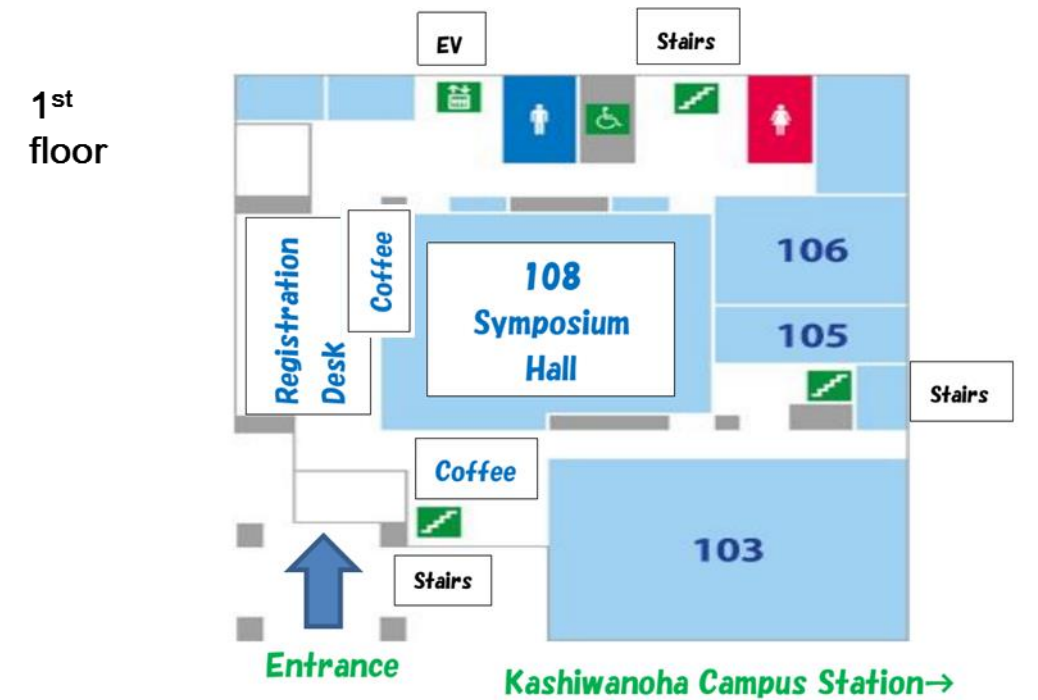
All poster presenters are the candidates for poster awards. The poster award winners will be chosen by the invited speakers and senior participants during the poster session. **The winners will be announced and celebrated during the conference closing ceremony on February 20 at 5 PM.**

## TPFC2019, day 3 (Feb. 20)

1. Please register for the day at the registration desk.
2. **Please return your name holder** when you leave.

Venue Floor Map

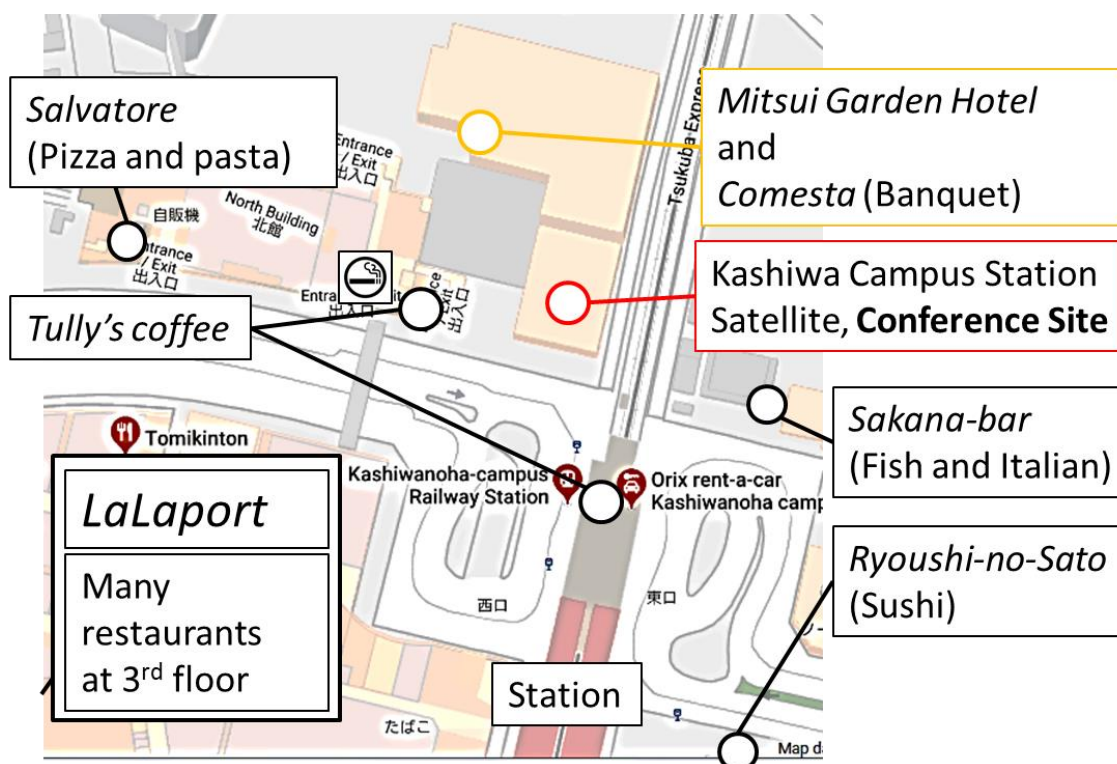
(Kashiwa Campus Station Satellite)



## Where to Eat

A wide variety of restaurants and a food court are available on the third floor of the Lalaport shopping mall <http://kashiwa.lalaport.jp/en/shopguide/gourmet.html>. The restaurants there open from 10:00 or 11:00 to 21:00/ 22:00 (Hours vary from restaurant to restaurant. For details, please check the website.) **Please note that Lalaport will be closed on Tuesday, Feb. 19 for its regular statutory inspection. We will serve a light meal as lunch for the participants in the Symposium on Feb. 19.**

For breakfast, the restaurant in the Mitsui Garden Hotel serves breakfast. However, we generally do not arrange breakfasts at the Hotel even if we booked a room for you. You can request breakfasts at the Hotel by yourself but there will be an additional fee. For less expensive breakfast menus, a MacDonald's and a Tully's Coffee are located near the hotel/station. You can also buy boxed meals, sandwiches, rice balls, brewed coffee, etc. at the Lawson and Family Mart convenient stores. The former is located in front of the Mitsui Garden Hotel and the latter is next to the train station.



# General information

## Directions

To TPFC Symposium Venue (Kashiwanoha Campus Station Satellite of UTokyo)

<http://tpfc.issp.u-tokyo.ac.jp/venue.htm>

\*Note: The Symposium Venue is just at the front of the Kashiwanoha-Campus railway station and next to Mitsui Garden Hotel.

## How to Get Around (Public Transportation)

To get around the greater Tokyo area (including the Kashiwanoha Campus area), the best way is to use public transportation. To figure out the best route to your destination, this online planner may be helpful: <https://world.jorudan.co.jp/mln/>

To make things easier, it is highly recommended to buy a prepaid train card, “Pasmo” (<http://www.pasmo.co.jp/en/>) or “Suica” (<http://www.jreast.co.jp/e/pass/suica.html>). With this rechargeable e-card, you don’t have to go through the hassle of buying a ticket every time you change trains; All you need to do is to scan the card at the gate (on entry and on exit). The train fare is automatically deducted from the prepaid card’s balance at the station gates.

You can buy a Pasmo card from ticket machines at the Narita Airport/ Airport Terminal 2 Station (<http://www.keisei.co.jp/keisei/tetudou/skyliner/us/faq/index.php>). To get a new card, you need to pay a deposit of 500 JPY, which will be refunded together with the remaining balance when you return the card. The e-card can be used for trains, subways, buses, vending machines, some shops and convenient stores, and our campus co-op shops and cafeterias.

Suica cards can be bought from ticket vending machines at JR stations. A refundable deposit of 500 yen is also required. Although the refund of the deposit does not involve any fees, the refund of the remaining balance on your Suica card requires a service charge of 220 yen (which is deducted from the remaining balance). To avoid payment of this charge, you may want to use up the full balance on your card before returning a card to the ticket counter. If the balance is zero, no service fee will be charged but you will still be able to receive the 500-yen deposit.

## Cash, Credit Cards & ATMs

Although credit cards are increasingly accepted, cash is still the major payment method in Japan. Indeed, smaller retailers often accept cash only. We therefore would like to advise you to prepare sufficient cash before arriving at ISSP, especially if you are staying the Kashiwa Guest House, where your bill must be paid in cash. If needed, you can withdraw cash from an ATM of Japan Post Bank [https://www.jp-bank.japanpost.jp/en/ias/en\\_ias\\_index.html](https://www.jp-bank.japanpost.jp/en/ias/en_ias_index.html) or Seven Bank <http://www.sevenbank.co.jp/intlcard/index2.html>. Before leaving for Japan, please make sure your credit or debit card is available for use in Japan and check service charges for international withdrawals.

Around the symposium/workshop venues, you can find ATMs accepting non-Japanese cards in the locations specified below. In addition to these locations, automated teller machines of Japan Post Bank and Seven Bank accept foreign cards. Unfortunately, you cannot withdraw cash with your cards issued outside Japan at other domestic banks' ATMs, including those on the Kashiwa campus.

Japan Post Bank	On the first floor of Lalaport Kashiwanoha	10:00-21:00 daily
	In the Japan Post's Kashiwanoha Campus Branch, near the Kashiwanoha Campus Station.	8:00-21:00 daily
Seven Bank	York Mart (About 5 min. walk from the Kashiwa campus)	9:00-22:00 daily
	Seven Eleven stores	24 hours

## Sightseeing

<http://tpfc.issp.u-tokyo.ac.jp/sightseeing.htm>

If you would like to know where to visit and how to get around in the greater Tokyo metropolitan areas, you can find a lot of useful resources on the Internet. Here are a couple of useful sites:

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

<https://www.japan-guide.com/e/e2019.html>

<https://www.lonelyplanet.com/japan/tokyo#interests>

(Note: We have no affiliation with any of these services or websites.)