

# General Information

## Conference Venue

Tokyo International Forum (TIF)  
3 Chome-5-1 Marunouchi, Chiyoda-ku,  
Tokyo 100-0005, Japan  
[URL] <https://www.t-i-forum.co.jp/en/>

## Pre-registration

Attendees who have already done pre-registration, please bring a printed confirmation e-mail to the registration desk for receiving your entry badge.

## On-site Registration

On-site registration at the standard Registration rates will be possible during the conference day at the times given below. Please note that the payment for registration fee at on-site shall be payable by **cash only**. The credit card is not acceptable.

## Registration Fee

Doctor/Researcher/Business	40,000
UNION/JSTB Members	35,000
Co-medical	20,000
Student/Postgraduate/Resident	0
Accompanying person	15,000

(currency: Japanese Yen Only)

\* Student/Postgraduate/Resident must present their student IDs at the registration desk in the conference venue. Without IDs, stated fee will be charged.

\* Accompanying person fees cover access to social event (opening/closing ceremony, Reception Party). Please note that it is not able to access to all scientific events and exhibition, also to receive a congress kit.

## Refunds

Please note that no refunds can be made.

## Registration Desk Open Hours

March 22	12:00-16:30	Entrance Lobby 1F Hall C
March 23	08:00-18:30	
March 24	08:30-18:00	
March 25	08:30-16:00	

\* Please note that the workshop 1 (part 1) will be start from 10:00 a.m. on March 22 before the registration desk open time. If you will attend this session, please come directory to the session room (G701, 7F Glass Building, TIF).

## Entry Badges

All participants are kindly requested to wear their badges during all conference activities and social events. Entry will not be permitted without a badge. Replacement of lost badges incurs a ¥1,000 administrative charge. This charge will be reimbursed if the lost badge is found and returned. Please proceed directly to the Inquiry Desk in the venue with appropriate documentation.

## Conference Kit

All participants will be able to receive a conference kit (the Program booklet, premier sponsor's promotional item in the congress bag) at the registration desk.

## Certificate of Attendance

For attendees have done pre-registration, you will receive Certificate of attendance with your entry badge. For on-site registration, it will be issued at your request with the on-site registration form.

## Social Event

All participants are cordially invited to attend the opening event as our guest participants, which has scheduled as below.

## Opening Ceremony + Lecture

Date and Time: March 23, 2017, 17:30-18:40  
Venue: Hall C, 4F C block, TIF

## Reception Party

Date and Time: March 23, 2017, 19:00-21:00  
Venue: Hall B5, 5F B block, TIF

## Closing

Date and Time: March 25, 2017, 16:50-16:55  
Venue: Room 2, Hall B5-1, 5F B block, TIF

## Co-sponsored Seminar/Symposium

The co-sponsored seminar will provide the food and beverage service at each conference room. However the numbered ticket will not be distributed. So we suggest you to show up at the conference room of the seminar of your choice as early as possible.

## Exhibition

Exhibition takes place at the lobby of 5F Hall B block. Access to the exhibition will be limited to attendees. Children accompanied or unaccompanied are forbidden from entering the exhibition booth.

## Business Center

The Copy & Fax Room is located in 4F Glass Building. The Services are at the participants own expense.

