

Accommodations Application Procedures

General Information

JTB Western Japan Corp. (JTB) has been appointed as an official travel agent for the Conference and will handle hotel accommodations.

Hotel assignment will be made on a first-come, first-served basis.

*Please check the hotel list for details of accommodations.

*Rates are valid for the stay from November 18, 19, 20, 21, 22, to 23 2012

*The hotel rates are per person, per night, including service charge and consumption tax with Breakfast.

*All guests are required to make own arrangements to the hotel from airports or railway stations.

*Minimum number required is 1 person.

[HOTEL MAP](#)

Hotel Information

*Please click on each hotel name to confirm hotel information.

*You can check hotel fees of each day or room type by clicking on "Room Rate".

Hotel Name	Room Type, Number of Person(s), etc.	Room Rate
1.Hotel Nikko Niigata	Single room 1 person(s) with breakfast	JPY10,500 Room Rate
	Twin room 1 person(s) to 2 person(s) with breakfast	JPY9,500 to JPY15,500 Room Rate
2.ANA Crowne Plaza Hotel Niigata	Single room 1 person(s) with breakfast	JPY12,050 Room Rate
	Twin room 1 person(s) to 2 person(s) with breakfast	JPY9,975 to JPY14,700 Room Rate
3.Niigata Tokyu Inn	Single room 1 person(s) with breakfast	JPY7,900 Room Rate
	Twin room 1 person(s) to 2 person(s) with breakfast	JPY6,900 to JPY10,400 Room Rate
4.Niigata Daiichi Hotel	Single room 1 person(s) with breakfast	JPY6,850 Room Rate
	Twin room 1 person(s) to 2 person(s) with breakfast	JPY6,450 to JPY9,050 Room Rate
5.Niigata Station Hotel	Single room 1 person(s) with breakfast	JPY6,800 Room Rate
	Twin room 1 person(s) to 2 person(s) with breakfast	JPY6,275 to JPY7,850 Room Rate

Reservation Procedure

Please complete your reservation by logging-in to your "My Page".

*If you have not yet registered your personal information, please first complete the required items on the ID Application page in order to obtain a log-in ID and Password.

Payment Procedure

After you complete your reservation, please click the "Full Payment" button displayed on the Payment Status page.

Credit Card payment, Convenience Store payment, Pay-easy are acceptable for the Symposium. In order to make your reservation, a full deposit

will be necessary. Payment must be made latest on or before 5 November, 2012.

[How to pay by credit card]

The credit cards listed below can be used to make payments.

[Visa, MasterCard®, JCB, AMEX, Dinners Club](#)

1. For VISA, Master Card®, and JCB cardholders

This system supports 3-D Secure for certain cardholders in order to provide a more secure online payment experience.

What is 3-D Secure?

This system adds an authentication step to the online payment process by requiring the user to enter a previously registered password on an authentication screen provided by the credit card issuer. International credit card brands VISA, MasterCard®, and JCB recommend that merchants make use of this system.

Credit card issuers use different names to refer to their implementation of 3-D Secure, including [Verified by VISA \(used by VISA\)](#), [MasterCard® SecureCode™ \(MasterCard®\)](#), and [J/Secure™ \(JCB\)](#).

*Some issuers allow cardholders to use the same password they have been assigned for accessing their monthly statements online or having them sent by email. If this password is not entered, or if an incorrect password is entered, the online transaction will not be completed.

*If you forget your password or experience other authentication-related issues, please contact your credit card issuer. (For more information, see your credit card issuer's website.)

*In terms of the actual payment process, once you have entered your card information (issuer, card number, expiration date, and cardholder name), click the "Next" button to proceed to the credit card issuer's authentication screen.

2. For AMERICAN EXPRESS (AMEX) and Diners Club International cardholders

Card number, expiration date and security code will be required for the payment.

*The security code is the last 3 digits of the number printed above the card holder signature area on the back of the card.

*For American Express cards, this is the 4 digits number stamped above the card number on the front of the card.

[For more details on the credit card payment, please refer to *About Payment* on My Page.](#)

*If you would like to pay by bank transfer, please contact westec_op13@west.jtb.jp

*In case of bank transfer, a remittance fee will be added to your remittance form.

*If you need change of item about receipt, Please contact westec_op13@west.jtb.jp

Confirmation

The Confirmation button will be displayed when you complete your reservation. Please print your confirmation slip by clicking the Confirmation button and bring it with you to the reception desk upon check-in at the hotel.

Cancellation / Revision

*In case of cancellation, your deposit will be refunded after deducting the cancellation fees as follows.

*Please revise and/or cancel your reservation by logging-in to your "My Page".

*Cancellation fee when notice is given

8 days or more days prior to the first night of stay...0% of daily room rate

2 to 7 days before the first night of stay...20% of daily room rate

1 day before the first night of stay...40% of daily room rate

The first night of stay if notice given before noon(Japan Time) on check-in day...50% of daily room rate

The first night of stay if no notice given...100% of daily room rate

Deadline for Accommodations

The deadline for Reservations on this site is

23:59 of November 5, 2012 Japan Standard Time (GMT+9)

(Please note that reservations will also be closed when all the accommodations have become full.)

Inquiries for Accommodations

Please send us your inquiries by logging-in to your "My Page" and clicking on the "Inquiry" button.

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IEEE Asian Test Symposium 2012

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