



Research Institute of Construction and Economy

Frontier-Onarimon Bldg., 25-33, Nishishinbashi 3-chome, Minato-ku, Tokyo 105-0003, Japan
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Notice of the 27th AsiaConstruct Conference in Tokyo (No.3)

20th May, 2024

Dear XXXX's Point of Contact (PoC) of AsiaConstruct Conference

Referring to the previous Notices dated January 9th and April 16th, we would like to inform you of the additional information for the conference.

1. Accommodation

We have commissioned a travel agency to help you make a reservation at Dai-Ichi Hotel Ryogoku, where the conference will take place. If you wish to use the service, please contact them by the following email address. (It is not mandatory. If you prefer to make a reservation by yourself at another hotel of your choice, please do so. The agency could give some advice about the nearby hotels as well.)

Kinki Nippon Tourist Co., Ltd. ecc5-39@or.knt.co.jp

* In case of Dai-Ichi Hotel Ryogoku, the price of a twin or double room for single use will be 15,500yen including breakfast and tax.

2. Outline of the Schedule

For your reference as to the arriving and departing date and time, here is the rough schedule of the 3 days:

Date	Time			Program
Day 1 (September 23rd)	PM 6:00	~	PM 8:30	Welcome Reception Dinner
Day 2 (September 24th)	AM 8:30*	~	AM 8:50*	Registration
	AM 9:00*	~	PM 5:30	Conference
	PM 6:00	~	PM 8:00	Reception Dinner
Day 3 (September 25th)	AM 9:00	~	PM 4:00*	Site Tour

*Rescheduled from the schedule in the previous Notice.

- Day 1: Please come to the 25th floor of Dai-Ichi Hotel Ryogoku at 5:45pm.
- Day 3: We will take a chartered bus from the Dai-Ichi Hotel Ryogoku and will come back to the hotel and be dismissed around 4 p.m. (It may be earlier or later according to the traffic condition.)



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3. Visa Application

With regards to visa application, please let us know if there are any documents you need which we should prepare. Please allow us at least two weeks to prepare them.

4. Leaders Meeting

Prior to the Conference, we would like to start exchanging views among the members of the Leaders Meeting, via emails or/and online meetings. Please register 1 person (name, title and email address) for this prior exchange of views with the attached form A by June 1st, 2024.

Please note that 2 people from each country can participate in the “Leaders Meeting” programmed on September 24th during the Conference, but please register only 1 person for the prior exchange of views.

5. Participants List

Please let us know the information of the participants from your organization, including name, department, title, participating programs as well as name of the hotel with the attached form B by June 30th, 2024.

Please do not hesitate to contact us if you have any further questions.

acc.J-secretariat@rice.or.jp

Sincerely,

Japan Secretariat of Asia Construct Conference