



■ By Train

- from JR Funabashi Station, the South Exit ----- 9-min. walk
- from Tobu Urban Park Line Funabashi Station, the South Exit ----- 9-min. walk
- from Keisei Line Keisei-Funabashi Station, the South Exit ----- 7-min. walk

■ Access From Airport

- from Haneda International Airport to Keisei-Funabashi ----- Approx. 55min.  
 (use Keisei Line, without changing trains on the way)

Thank you for choosing our hotel to hold your conference and meeting.

## ■ Check-in and Check-out -----

CHECK IN 3:00 p.m. - CHECK OUT -10:00 a.m.

Please plug your room key into the pocket on the wall near the door and light will be turned on.

The room key is auto-lock so please take your key with you when you leave the room and leave your key at reception when you go out.

## ■ Front Gate -----

The main gate is locked during 11:00 p.m. to 6:00 a.m.

If you need to go out after 11:00 p.m., please let us know so that we will unlock the gate.

When you come back after 11:00 p.m., please push the intercom near the gate.

## ■ Lounge 5F ~ 14F -----

Every Floor has a lounge and you can smoke in it.

Lounges are available until midnight.

\*If you request a lounge for private use, please make a reservation.

## ■ Seminar Rooms 1F ~ 3F -----

Please do not smoke or drink alcohols in the seminar rooms.

## ■ Front Counter -----

24 hours available. DIAL : 【9】

## ■ Phone Calls -----

【Outside phone】

Please press "0" first when you use an outside phone.

【Extention phone】

\*When you call a room in the 10-14th floor, please press the room-number you want to call.

\*When you call a room in the 5-9th floor, please press "7" first and press the room-number you want to call.

<For example>

If a room is 502 : please press 7502

## ■ Mornig Call -----

Set up ① Please pick the receiver up and press "66" .

② Please press a number of the time you want to wake up.

\* If it is 7:00, please press "0700" .

\* If it is 19:00, please press "1900" .

③ When you hear a message of confirmation, it is settled.

\*If you want to reset please pick the receive up and press "67" .

\*The time could be set by 5minutes.

## ■ Valuables -----

Please tell at the front and we will keep them safe at the front office.

## ■ Meals (Reservation Only) -----

4F Restaurant < Les beaux jours >

Breakfast 7:00 a.m. - 9:00 a.m.

Lunch 11:30 a.m. - 1:30 p.m.

Dinner 6:00 p.m. - 8:00 p.m.

We usually provide two kinds of lunch and you can choose either one of them, however when the restaurant is packed, we provide only one kind of lunch or a lunch box.

\*Seats are assigned. When you have lunch or dinner at the restaurant, please tell your company name to the staff and ask for your seat.

## ■ Vending Machines -----

\*Stationaries (sold at the front desk)

\*Umblleras (sold at the front desk)

\*Beverages (1F ~ 14F) ※other than 4F

\*Cigaretts (2F) ※taspo card is necessary

\*Beers (5F ~ 14F)

\*Sparkling liquor (5F ~ 14F)

\*Soda cocktails (5F ~ 14F)

## ■ News Papers -----

It is close to the vending machine at 4th floor. (morning only)

\*Japanese only (・Nikkei ・Yomiuri ・Sports Houchi)

## ■ Public Bath & Sauna (5F) -----

☾ 5:00 p.m. ~ 1:00 a.m. ☀ 6:00 a.m. ~ 9:00 a.m.

Please bring your towels with you from your room.

(Towels are not inside of the public bath.)

\*The sauna is availavle only night time.

## ■ Laundry -----

We receive laundries at the front desk.

\*If you hand in laundries until 9:00 a.m., we are able to return them on that evening.

\*If you have any questions, feel free to ask the front staff.

There are laundry machines at 5th floor.

\*Washing machines: 200yen

\*Drying machines: 100yen per 30min

## ■ Equipment for rent -----

We rent an iron for free. Please ask at a front staff if you want to use it.

※ There are pants pressing machines and humidifier at each room.