

AIP conference Tokyo 2016



Dear delegate,

Thank you for registering for our annual conference. We are looking forward to welcoming you in Tokyo this year.

We have tried to make the registration process as simple as possible. Please make sure to fill out a form for each delegate or partner and return it to our administrator at admin@pipeacademy.org by the end of June.

Personal data

Name
Surname
Address (line 1)
Address (line 2)
Home town
ZIP/Post code
Country
E-mail
Telephone number

Conference data, select your options

yes/no	Registration for conference	(GBP 55.- payable to AIP prior to conference)
yes/no	Registration for partner program	(Cost depending on program, payable in cash)
yes/no	Gala Dinner	(Yen 6000.- payable cash on arrival)
yes/no	Post conference tour, Monday, Nov. 21	(Yen 3000.- payable cash on arrival)
yes/no	Post conference tour, Tuesday, Nov. 22	(Yen 5000.- payable cash on arrival)
yes/no	I will present a paper	(Please fill out the "call for papers" form)

PayPal payments can be sent to the AIP treasurer at treasurer@pipeacademy.org.

In case of a PayPal payment please mark "to friends and family" so the AIP is not out of pocket on transfer fees. **Please add a Note to your payment as follows "Tokyo – (your full name)".**

Bank transfer details:

NatWest

BIC: NWBK GB2L

IBAN GB09 NWBK 6000 0139 3463 31

Hotel

The Japan Tourist Bureau (JTB) has not yet assigned a person in charge for AIP.

Therefore, they requested that we accept the hotel reservation and transfer the reservation details to them.

Later, JTB will contact each of the delegates asking for their credit card information and with then send final confirmation direct to the delegates.

Arrival date:

Departure date:

Single room or double room: (The hotel does not accept a single person to book a twin bedded room.)

Smoking or Non-smoking room:

If you are travelling with a partner please state your partners name:

Meals

The conference registration costs include the lunches served at the Tobacco and Salt Museum (TSM).

For the board members, there will be a plan to have a dinner hosted on the 18th.

Thanks to M. Handa, the director general of TSM Mr. Tanaka, will host a dinner on Nov. 19 (Sat) at the museum.

Dinner on Nov. 21, after the post conference tour, will be hosted by Tsuge Pipe.

Any other meals such as lunches, during the partner program and post-conference tour, as well as the gala dinner, are to be paid separately in person.

Dietary preference for TSM lunch and gala dinner:

yes/no	Vegetarian
yes/no	Fish
yes/no	Meat
yes/no	No preference

Partner program

There will be a partner program led by Tammy Suzuki and Mariko Aoba. This will include visits to Ueno park, the National Museum and a Japanese garden.

Travel insurance

Please note that every delegate and partner should have a travel insurance which includes both sickness and injury when travelling to Japan.

In case of an emergency a list of English speaking doctors is available from the organizers.

If you have any questions please contact Susie White: admin@pipeacademy.org