

Meeting Information
for a meeting of
ISO/IEC JTC 1/SC 22/WG 14
1994-07-27/29, Tokyo, Japan

1. HOST ORGANIZATION IPSJ/ITSCJ (on behalf of JISC)

2. HOST CONTACT

Akio Saitoh
IPSJ/ITSCJ
Kikai-Shinko Kaikan Bldg.
3-5-8, Shiba-Koen
Minato-ku, Tokyo 105
Japan

Tel: + 81 3 3431 2808

Telefax: + 81 3 3431 6493

3. MEETING LOCATION

Kikai-Shinko Kaikan Bldg.
3-5-8, Shiba-Koen
Minato-ku, Tokyo 105
Japan

The Room # 68 (capacity: 18 persons) and Room # 69 (capacity: 14 persons) located on the sixth floor in the building are reserved. The office of IPSJ/ITSCJ is also on the third floor of the same building.

4. HOTEL INFORMATION "List of (selected) Hotels in Tokyo" is attached as Attachment A.

Block booking is prepared at Shiba Park Hotel which is located 10 minutes walk to the meeting location. Please note that Discount Rate is available if the booking is made before July 17, 1994, with the attached "RESERVATION FORM". See Attachment B.

5. SCHEMATIC MAPS

See Attachment C and D.

Attachment A:	List of Hotels in Tokyo
Attachment B:	Reservation Form for Shiba Park Hotel
Attachment C:	Schematic Map of the City of Tokyo
Attachment D:	Schematic Map near the Kikai-Shinko Kaikan Bldg.

List of Hotels in Tokyo

(Prices from March 1993)

Name of Hotel	Address & Tel. No.	Telex & Cable Address	Room Charge(Unit: Yen)	
			Single	Twin
Tokyo Prince Hotel	3-3-1, Shiba-koen	2422488 TYOPRH J	24,000	25,000
	Minato-ku, Tokyo 105	HOTEL PRINCE		34,000
	TEL. +81 3-3432-1111			
	FAX. +81 3-3434-5551			
Hotel Okura	2-10-4, Toranomon	J22790 HTLOKURA	32,000	35,000
	Minato-ku, Tokyo 105	HOTEKOKURA TOKYO	35,000	38,000
	TEL. +81 3-3582-0111		37,000	55,000
	FAX. +81 3-3582-3707			
Tokyo Grand Hotel	2-5-3, Shiba	2423147 TGHOTL J	*14,162	*21,527
	Minato-ku, Tokyo 105	HOTEGRAND TOKYO	*16,324	*23,793
	TEL. +81 3-3456-2222		*18,123	
	FAX. +81 3-3454-1022		*19,827	
Akasaka Tokyu Hotel	2-14-3, Nagatacho	2224310 THCAKA J	21,000	31,000
	Chiyoda-ku, Tokyo 100		23,000	37,000
	TEL. +81 3-3580-2311		25,000	43,000
	FAX. +81 3-3580-6066			
Atago Tokyu Inn	1-6-6, Atago,		*12,154	*17,304
	Minato-ku, Tokyo 105		*12,669	*18,334
	TEL. +81 3-3431-0109		*13,184	
	FAX. +81 3-3431-0434			
Miyako Inn Tokyo	3-7-8, Mita		10,000	16,000
	Minato-ku, Tokyo 105		10,500	16,500
	TEL. +81 3-3454-3111		11,000	20,000
	FAX. +81 3-3454-3397		13,500	22,000

* Tax and service charge included



Shiba Park Hotel

Shibakoen, Minato-ku, Tokyo, 105 Japan. Cable Address: "HOTOSHIBA TOKYO" Phone: 03-3433-4141 FAX: 03-5470-7519

Attachment B

81-3-~~343~~⁵⁴⁷⁰⁻⁷⁵¹⁹⁵

To whom it may concern;

RE: ISO/IEC JTC 1/SC 22/WG 14

We at Shiba Park Hotel would be honoured to welcome those attending the above mentioned meeting.

In conjunction with this meeting, we are more than happy to offer special room rates to all participants.

Single

Double/Twin

Standard: ¥16,500

¥24,000

Superior: ¥19,500

¥29,000

Rates are inclusive of service charge & government tax.

Please note that the Kikai Shinko Building, where the meeting is to be held, is just a 10 minute walk from the Shiba Park Hotel. This will, we are sure, justify your choice of our hotel for its convenience in addition to the fact that we have the longest experience in Japan in hosting business executives from overseas.

For reservations, please fill in the attached reservation form and mail it or send it by facsimile.

Accommodation is limited and will be allocated on a first come, first served basis.

DIRECT BUS SERVICES FROM/TO NARITA INT'L AIRPORT AVAILABLE
DEADLINE FOR RESERVATIONS: JULY 17th, 1994

Looking forward to hearing from you soon,

Sincerely yours,

Osamu Aikawa

Sales Manager

SHIBA PARK HOTEL



Shiba Park Hotel

Shibakoen, Minato-ku, Tokyo, 105 Japan. Cable Address: "HOTOSHIBA TOKYO" Phone: 03-3433-4141 FAX: 03-5470-7519

RESERVATION FORM

ATTENTION TO: MR. O.AIKAWA, SALES MANAGER
ADDRESS: 1-5-10, SHIBA KOEN, MINATO-KU, TOKYO 105 JPN
FAX NO: 81(JAPAN)-3-5470-7515
TELEX NO: 242-2917 PARKHO J
TELEPHONE NO: 81(JAPAN)-3-3433-4141

NAME(PRINT): DEREK SONES

NAME OF COMPANY: KNOWLEDGE SOFTWARE

ADDRESS: 62 FERNHILL ROAD, FARNBOROUGH, HANTS GU14 9RZ
ENGLAND

FAX NO: 0252-520667

TELEX NO: _____

DATE OF ARRIVAL: 26 July 94

DATE OF DEPARTURE: 1 Aug 94

FLIGHT NO: _____

FLIGHT NO: _____

TYPE OF ROOM(PLEASE TICK):

STANDARD SINGLE: ¥16,500 ☒

STANDARD TWN: ¥24,000 ☐

SUPERIOR SINGLE: ¥19,500 ☐

SUPERIOR TWN: ¥29,000 ☐

If no standard room available, I will accept a superior room.

YES.

NO.

DEADLINE FOR RESERVATION: JULY 17th, 1994