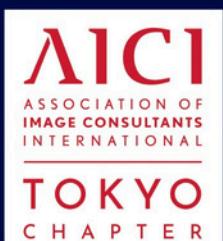




Spirit of Harmony

Shaping Futures through Creativity and Inclusion

The 5th AICI Asia Conference
in TOKYO





The 5th AICI Asia Conference in TOKYO

■ Conference Schedule

Dates: May 9 (Sat.) - 10 (Sun.), 2026

※CIC Exam Scheduled on May 8 (Fri.), 2026

■ Venue

Royal Park Hotel

2-1-1 Nihonbashi Kakigara Cho, Chuo-ku, Tokyo 103-8520, Japan
(Direct access from Suitengumae Station, The Tokyo Metro)



■ Registration Fee

Conference Fees (Japanese Yen)	AICI Members	Non-Members
Early Bird : until December 15, 2025	¥110,000	¥130,000
Regular : December 16, 2025 ~ April 8, 2026※	¥130,000	¥150,000

※Registration will close once we reach 200 participants.

■ Payment Options

- You can pay by bank transfer or credit card.
- The above fees cover conference registration only and do not include meals, accommodation, transportation, or other personal expenses.
- Payment must be made in full at one time. Early Bird rates are available until December 15, 2025. Regular registration is available until April 8, 2026.
- Chapter Group Payment (more than 10 members): Please contact the Tokyo Chapter at contact@aicitokyo.com

■ Registration Form

<https://forms.gle/v66qeSLf74mBW0Xb6>



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■ Accommodation

AICI members can book hotel rooms through the Conference Registration Form. Registered participants can reserve rooms at special rates for the conference dates (May 8-10, 2026).

◇ Standard Floor

Standard Room 26m² (Non-Smoking) / Breakfast Included (Tax & Service Charge Included)

Price per person / Japanese Yen	May 8	May 9	May 10
Single Use	¥ 29,900	¥ 35,400	¥ 29,900
Double occupancy	¥ 18,800	¥ 21,100	¥ 18,800
Triple Room	¥ 14,400	¥ 16,050	¥ 14,400

◇ Executive Floor

Standard Room 26m² (Non-Smoking) / Breakfast Included (Tax & Service Charge Included)

Price per person / Japanese Yen	May 8	May 9	May 10
Single Use	¥ 40,900	¥ 46,400	¥ 40,900
Double occupancy	¥ 24,400	¥ 26,600	¥ 24,400

■ Hotel Facilities:

Restaurants, bars, and an underground shopping arcade.

■ Transportation:

Transfers can be arranged through the hotel or preferred transportation services.

Ride services such as Uber or local taxis are also available. Uber.com→



■ Wi-Fi:

Complimentary Wi-Fi is provided for all conference participants.

Other Expenses: Personal charges will be billed directly to the guest's account.

■ Inquiries: For reservations related to the AICI Conference:

Email at contact@aicitokyo.com or call at +81-3-3667-1111

For inquiries about the Royal Park Hotel facilities:

Contact the hotel directly via

<https://contact.royalparkhotels.co.jp/rph/contact>



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■ Meals

- Meals (breakfast, lunch, and dinner) are not included in the conference registration fee.
- Participants who book their rooms through the Tokyo Chapter Registration Form may enjoy breakfast as part of the hotel package.
- The Gala Dinner is included in the registration fee.
- Coffee and light refreshments will be available during breaks. Participants are encouraged to enjoy lunch or dinner at the hotel restaurants or nearby dining areas.
- Please indicate any dietary restrictions on the registration form.

■ Travel Information

- Airports: Narita International Airport (NRT) or Haneda International Airport (HND).
- Vaccination: No special vaccination is required for entry to Japan.
- Please confirm your home country's outbound travel requirements.
- Health Insurance: Not mandatory, but overseas travel or medical insurance is strongly recommended. You can arrange it via your insurance, credit card, or airline company.
- Visa:
Most nationalities can stay up to 30 days in Japan without a visa. Please confirm requirements via the Japanese Embassy or Consulate or the Ministry of Foreign Affairs website.
- Weather:
Tokyo in May is mild and pleasant, transitioning from spring to early summer. Warm daytime temperatures with cooler mornings and evenings—light outerwear is recommended.
- Activities:
On May 8, a Tokyo city tour and activities are planned for participants. Details will be provided.
- Travel within Japan:
Tokyo offers convenient access to popular destinations such as Kyoto and Osaka via the Shinkansen (bullet train) or domestic flights.

■ Dress Code

- Business attire is required for all conference sessions.
- The Gala Dinner theme will be announced later.

The Tokyo Chapter looks forward to having you at the fifth Asia Conference



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