



Additional Lodging Information

Name of Group: Girl Scout Conference

Group Reservation Number: 20850097472

Room charge per night: single room: \$39.00 / family room: \$41.50

KANTO LODGE CONTACT INFO – Yokota Air Force Base

Reservation: DSN 224-2018 Local Japan 042-522-2510 ext 42018. From U.S. 011-81-31175-42018. **Front Desk:** DSN 224-2002 Local Japan 042-522-2510 ext 42002. From U.S. 011-81-31175-42002. **Facsimile:** DSN 225-3499. For reservation or other inquiries you can send email to: 374svs.lodging@yokota.af.mil

Our policy is to assign TDY personnel to a single-occupancy room and a PCS family to a family room (per current AFI requirements). However, due to changing availability, the type of room initially assigned to any particular guest might be changed by the time of their actual arrival. You can be assured, however, that your room reservation is guaranteed and we will do our best to accommodate you as best as we can.

REQUIRED GUEST INFORMATION

Full Name, Rank, Organization of Assignment with Address & Zip Code, Phone/Fax number; Purpose of Visit (PCS In or Out Status; TDY; Medical Status; Guest of Installation Commander; Emergency Leave; Space-Available, etc). **Required at Check-In:** Military/Civilian or equivalent identification; copy of orders; Guarantee of Payment (Visa, MasterCard, Cash, or Check).

CREDIT CARD INFORMATION/REQUIREMENTS

We request you guarantee your reservation with a credit card (Visa or Master Card) if you expect to arrive after 1800 hours (6:00 PM JPN local time). Non-guaranteed reservations are subject for cancellation and we are required to release rooms at 1800 hours. Please be sure to call us before midnight (1800 without credit card) of the day of your arrival, if you might be arriving after midnight or if you need to cancel your reservation. We are required to assess the full accommodation fee for no shows for all guests who do not arrive/ check-in.

ROOM AND RATES

Single Rooms \$39.00; Small Temporary Lodging Facilities (TLF) Bldg 15 \$41.50; Large TLF (Tower Bldg 4304) \$52.00; Distinguished VQs \$48.25; Large Distinguished VQs \$53.25. All rooms are non-smoking, no pets allowed. Guest smoking and having pets in their room will be charged a cleaning fee of \$98.00 and maybe asked to leave the premises. To contact Pet Boarding please call DSN 315-225-8906.

CHECK-IN/CHECK-OUT TIME

Check-in time is 1400 hours (2:00 PM), however, guest may check in earlier if rooms are clean and available. Check-out time is 1100 hours (11:00AM), late check-outs are not normally granted without prior management approval.

TELEPHONE SERVICES

Room-to-Room and local calls On- Base including Allied Telesis numbers (97+1+area code and numbers) are No Charge. All rooms have PACAF DSN access; rooms without access to CONUS, Alaska and Europe must call the base operator. Direct-dial for International calls (including U.S) charged at prevailing rate.

INTERNET SERVICES

Free high-speed wireless internet in main lobby (Bldg 15) and TLF- Tower Bldg 4304 1st floor (guest key required for access); guest business office in TLF lobby; free DSL internet provided in all rooms in Business Suites.

AMENITIES/SERVICES INCLUDED IN ROOM RATE

Full kitchen in TLF; daily in-room coffee service; iron & ironing board, hair dryer; 24-hour wakeup service, no-cost guest laundry in each floor (guest key required for access in Business Suites s).

DAILY SHUTTLE SERVICE FROM NARITA INTERNATIONAL AIRPORT

From Narita Airport to Yokota AB bus departs from Terminal 1 at 1600, 1800 and 2000 (last bus stop over at New Sanno Hotel then to YAB). From Yokota AB to Narita Airport departs Kanto Lodge at 0900, 1100 and 1300. Available on first come, first serve basis. No reservation required and runs daily unless otherwise stated. Please contact Services Vehicle Ops at DSN 315-225-7720 or check the website: www.yokotasupport.com and click on Services Vehicle Ops. Official Travel Cost \$35.00 Leisure Travel Cost \$20.00

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Yokota Girl Scout Volunteer - If you need help getting on the base or with lodging please contact Dianna Kaszuba 1-314-753-1008 or yokotagirlscouts@gmail.com or diannakaszuba@hotmail.com

We are looking forward to your visit and we are anxious to make your stay with us as pleasant as possible. Have a great day!