

## To Kurashiki Guest House users

Kurashiki Guest House is for accommodation for researchers visiting IPSR for academic purposes. Reservation should be made through your contact investigator in IPSR. Please observe the following requirements to stay in the facility.

1. Guests should pay the accommodation fee at the time of check-in at the front desk on the first floor.

### Fees

type	Fee	utilities
Single A	¥3,000	Bathroom
Single B	¥3,500	Bathroom, kitchenette with a microwave and a fridge
Suite(Twin)	¥6,500	Bathroom, kitchen with a microwave and a fridge. Appropriate for two adults

If the single rooms are all occupied, twin room can be used for a person. In this case, fee for single B will be incurred.

Each room is equipped with TV, internet connection, electric kettle, and hair drier. Amenities such as shampoo, conditioner and body soap are provided. Washing machines/driers are also available in common laundry room. Common kitchen and dining room is also available.

\*We do not provide towel, tooth brush, and nightwear.

2. Check-in: 4 - 7 pm.

Please sign-in at the front desk, pay the accommodation fee, and receive the room key with card for the front door. In case the key is lost, the cost for replacement will be incurred to the guest.

Please observe check-in time. The receptionist will not be available before or after 4-7 pm.

3. Check-out: by 10 am. Please return the key to the drop-box by the front desk.

In case the guest checked-out later than the time, extra fee may be incurred.

4. A receptionist attends at front desk during 4-7 pm. Please contact the front desk during this time if you need anything.
5. Please change to provided room shoes at the entrance.
6. Room maintenance will not be provided during weekend and holidays. If you need

extra sheets for weekend or holidays, please contact front desk in advance.

7. Meals are not provided in the facility.
8. Please clean up the common kitchen after use.
9. In case you need to use dishes/utensils from kitchen in the guest room (Single room A is not equipped with ones), please clean and return them to the kitchen after use.
10. Laundry on the second floor is only for women. Detergent is not provided.
11. Please do not leave valuables in the guest room. IPSR will not be responsible for any loss or theft in the Guest House.
12. The building is no-smoking.
13. Please use the facilities neatly.
14. In case equipment in the guest house is damaged, please contact the front desk.

Front desk : 086-434-1227 (4-7 pm)

Kurashiki police : 110

Kurashiki Fire department : 119

Kurashiki Chuo hospital : 086-422-0210

In case the card key for the front door does not work, contact 086-421-2900