25th Summer Deaflympics Tokyo 2025 Accommodation Guide

March 2024



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1.Introduction

Dear NDSFs,

It is our pleasure to welcome all NDSFs from around the world to Tokyo for the

25th Summer Deaflympics Tokyo 2025 to be held from November 15, 2025 to

November 26, 2025.

The Tokyo 2025 Deaflympics has selected accommodation facilities within a one-

hour commute of event venues to allow athletes to focus on their events. This

Accommodation Guide was created to provide necessary information for reserving

accommodation during the Tokyo 2025 Deaflympics. Reservations will be open from

April 25, 2024 to September 30, 2024. Please read this Guide carefully and use it in

preparation for your visit.

Services and operations during the Tokyo 2025 Deaflympics not contained in this

Accommodation Guide will be announced when the details are decided.

Please do not hesitate to contact us if there is anything unclear in this

Accommodation Guide.

We look forward to seeing everyone at the Tokyo 2025 Deaflympics.

Sincerely,

Tokyo Sport Benefits Corporation

Deaflympics Preparation and Operation Office

Games Service Division

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(1) Tokyo 2025 Deaflympics Official Travel Agency

Tokyo 2025 Deaflympics Accommodation & Transportation Center, JTB Corp. (hereinafter, "JTB")

Address : Nishi-Shinjuku MK Building 1F, 4-16-3 Nishi-Shinjuku, Shinjuku-ku, Tokyo 160-0023, Japan

(2) Accommodation Reservation Management

<1> Accommodation Management System (AMARYS)

The accommodation reservation management for the Tokyo 2025 Deaflympics will be conducted using the system, AMARYS.

The following items are available by using AMARYS.

*AMARYS is a different system from OMS (ICSD Online Management System).

[Functions of AMARYS]

- O Confirmation of accommodation reservations
- O Submission of various documents and data
 - Accommodation Request Forms
 - Tour contracts
- O Communication with JTB
 - Inquiries regarding accommodation requests
 - Inquiries regarding tour contracts
 - Inquiries regarding changes to accommodation reservations
 - Inquiries regarding invoices and payments
 - Other inquiries related to accommodation or transportation
- O Invoice receipts and confirmation of payments

<2> AMARYS ID Registration

One AMARYS ID is assigned to each NDSF. Therefore, each NDSF is asked to select a representative to manage their accommodation reservations. The representative is requested to log in to AMARYS as the AMARYS administrator and register various information.

To ensure the authenticity of the IDs, notification will be sent to each NDSF from the ICSD along with the URL for accessing to AMARYS.

<3> Operation Method of AMARYS

The AMARYS operation manual will be distributed together with the ID notification.

(3) Accommodation Arrangement Timeline

Deadline			Actions		
Year	Date	Day of the Week	NDSFs	OC/JTB	
	April 24	(Wed)	Login to AMARYS and	AMARYS accommodation management system operation starts	
			Login to AMARYS and registration of the representative's information [See 1(2)<2>]	ICSD distributes an AMARYS login ID and initial password to each NDSF	
	April 25	(Thu)	-	JTB sends out the Accommodation Request Form through AMARYS [See 3(1)<1>]	
2024	By September 30	(Mon)	Accommodation Request Form submission in AMARYS [See 3(1)<2>]	<u>-</u>	
	By October 31 (Thu)		Each NDSF individually concludes a tour contract with JTB [See 3(3)]	Initial allocation notification to each NDSF through AMARYS [Initial Accommodation Allocation Notification] [See 3(3)<1>] Issuance of the first invoice for accommodation fees to each NDSF	
	November 17 to November 21	-	Tokyo 2025 Deaflympics Chef de Mission Seminar		
	By November 29	(Fri)	Accommodation fee first payment due date	-	
	By February 28	(Fri)	Submission of change requests for the number of rooms booked in AMARYS [See 3(4)<1>]	_	
	By March 31	(Mon)	-	Final allocation notification to each NDSF through AMARYS [Final Accommodation Allocation Notification] [See 3(4)<2>] Issuance of the second invoice for	
	From April 1	(Tue)	Taccommodation fees to each NDSF Cancellation charge will be charged depending on the number rooms canceled [See 2(7)]		
2025	By April 30	(Wed)	Accommodation fee second payment due date Submission of change requests for the number of rooms booked in AMARYS [See 3(5)]		
	By June 13	(Fri)	Submission of change requests for the number of rooms booked in AMARYS [See 3(5)]		
	By June 16	(Mon)	-	ssuance of the final invoice for accommodation fees to each NDSF	
	By July 15	(Tue)	Accommodation fee final payment due date	-	
	By August 29	(Fri)	Request for additional rooms in AMARYS [See 3(5)]	-	
	Within October	-	Submission of the rooming list	-	

^{*}All dates above are Japan Standard Time (JST).

2. Accommodation Arrangement Service Basic Policy

(1) Guaranteed Accommodation Provision Period

Rooms are held from four days before the opening ceremony to two days after the closing ceremony.

From November 11, 2025 (Tuesday) to checkout on November 28 (Friday)

*There is no minimum necessary number of nights.

*Please contact us if additional accommodation is required before or after the above room guarantee period.

(2) Accommodation Facility Categories

Accommodation facilities can be selected from the four categories described below, depending on the accommodation fees per night and per guest.

The facilities and available services in each category below are examples, and there is no guarantee that all items listed below will be provided.

*Prices listed below in USD are based on currency exchange rates as of March 1, 2024 and are shown for reference purposes only. Payment of accommodation fees is accepted in <u>Japanese yen</u>.

Category A: From 30,000 yen (200 USD or so) per night per person
Wi-Fi, parking, business support tools, function room, laundry service or
coin laundry, safe (guest room or front desk), adequate toiletries and
other room amenities, eating and drinking facility, buffet style breakfast,
associated facilities (entertainment facility, relaxation facility, shops),
vending machines, etc.

Category B: From 20,000 yen (133 USD or so) per night per person
Wi-Fi, parking, laundry service or coin laundry, standard toiletries and
other room amenities, eating and drinking facility, buffet style or light
breakfast, vending machines, etc.

Category C: From 15,000 yen (100 USD or so) per night per person
Wi-Fi, coin laundry, minimum toiletries and other room amenities, eating and drinking facility, light breakfast, vending machines, etc.

Category D: Up to 10,000 yen (67 USD or so) per night per person
Wi-Fi, coin laundry, minimum toiletries and other room amenities, eating and drinking facility, light breakfast, vending machines, etc.

◆ Category D: National Olympics Memorial Youth Center
The National Olympics Memorial Youth Center is the only Category D
accommodation facility in the Tokyo metropolitan area.
Rooms are available at affordable rates. However, please note that room setups
and provided services are not the same as those at regular accommodation
facilities and guests are required to follow the facility's rules as the Youth
Center is an educational facility designed primarily for training and international
youth exchanges.

- Room size: 6.85 m² to 12.85 m²

- Room type: Single room only
- Bathing facility and toilets: Common (Bathing facility is only open for a set period of time)
- Room amenities: None
- Linen replacement service: None *Guests can replace linens on their own
- Eating and drinking in rooms is not permitted
- No room cleaning service
- Leaving the facility early in the morning or late at night is restricted
- Floors on the lodging building are separated by gender, and so on.

Please carefully read the services provided (URL https://nyc.niye.go.jp/wp/en/) before making a request.

Please also note that we may not be able to book the National Olympics Memorial Youth Center due to very limited availability if we receive too many requests for the facility.

(3)Room Types

The available room types are as follows. Note that available room types may differ depending on the accommodation facility.

- Single room
- Double room
- Triple room
- Quadruple room
- Quintuple room
- Japanese style room
- Japanese and western style combination room

Japanese style rooms for up to six guests are available at accommodation facilities in the Fukushima area, site of the football event, and the Izu area, site of the cycling and mountain biking venue.

- *Accommodation fees listed in each category are the rates for one person when the room is used by the set number of guests.
- * When less than the set number of guests per room occupy a room, accommodation fees for the set number of the guests for the room will be charged.
 - E.g.) One person stays in a room for two guests in a Category B accommodation facility for six nights
 - 20,000 yen/night × two persons × 6 nights=240,000 yen will be the total amount of accommodation fees.

(4) Items Included in the Accommodation Fees

In principle, the accommodation fees include the following:

- Breakfast per night for the set number of guests for the room
- Internet connection fees
- Service charge
- Various taxes including hotel tax

*Breakfast or other services that are not used are not subject to reimbursement.

(5) Items Not Included in the Accommodation Fees

<1> Meals

Lunches and dinners are NOT included in accommodation fees.

* Dinners can be arranged (separate fee necessary) or information for dinners can be provided based on request.

<2> Laundry Service

Laundry fees are NOT included in accommodation fees.

Please use the laundry services at the accommodation facilities (coin laundry, etc.). If the accommodation facility does not offer a laundry service, please contact us for a referral to a laundry service provider or arrangement of a laundry service (separate fee required for the laundry service arrangement).

When a large amount of laundry is expected due to a team event or other reasons, please contact us for a referral to a laundry service provider or arrangement of a laundry service (separate fee required for the laundry service arrangement).

^{*}Please contact us for meal and laundry service requests in AMARYS.

<3> Incidental Charges

Incidental charges (e.g., laundry fees, phone charges, additional drinking or eating costs, and service charges and taxes charged on the above-mentioned fees, charges, and costs) are **NOT included in the accommodation fees**. Please pay the accommodation facility directly for any incidental charges.

<4> Function Room, Parking

To request additional space in an accommodation facility such as a function room (banquet rooms, conference rooms, etc.) and parking, please contact the accommodation facility directly and conclude an agreement.

(6) Payment of the Accommodation Fees

<1> Currency: Japanese yen

<2> Payment Method: Money transfer to the specified bank account or by credit card

<3> Payment Schedule: Three installments (as shown in the table below)

Installment	Payment Amount	Payment Due Date	
	10% of the total accommodation fees in the Initial		
First	Accommodation Allocation Notification	November 29, 2024	
	*Full amount may be paid		
	80% of the remaining total accommodation fees in the		
Second	Final Accommodation Allocation Notification	April 30, 2025	
Second	(after deducting the first installment)		
	* Full amount may be paid		
Third	The remaining total accommodation fees after deducting	July 15, 2025	
(Final)	the first and second installments as of June 16, 2025	July 15, 2025	

- * In principle, invoices are scheduled to be issued around 30 days before each payment due date.
- * When additional rooms are arranged after issuance of the second invoice, the payment due date will be set according to the conditions from the accommodation facilities.
- * In case of reimbursement, the amount will be reimbursed in a lump sum when the final invoice is issued.
- * Handling charges and other fees required for money transfers shall be incurred by those making the payment.
- * Payment due dates refer to the date when JTB receives payment.

(7) Cancellation Policy

Room cancellation fees will apply for the cancellation of booked rooms according to the following policy.

Cancellation Date	Cancellation Conditions		Cancellation Fee
March 31, 2025 (JST 23:59) or earlier	-		None
From April 1, 2025	The number of room cancellations in an accommodation facility as of April 1, 2025 (JST 0:00)	For cancellations of up to 20% of the total number of rooms booked in the same accommodation facility	None
(JST 00:00) to April 30, 2025 (JST 23:59)		For cancellations exceeding 20% of the total number of rooms booked in the same accommodation facility	100% of the accommodation fees for the cancelled rooms
From May 1, 2025 (JST 0:00) to June 13,	The number of room cancellations in an accommodation facility as of May 1, 2025 (JST 0:00)	For cancellations of up to 10% of the total number of rooms booked in the same accommodation facility	None
2025 (JST 23:59)		For cancellations exceeding 10% of the total number of rooms booked in the same accommodation facility	100% of the accommodation fees for the cancelled rooms
June 14, 2025 (JST 0:00) or later		-	100% of the accommodation fees for the cancelled rooms

- * JST: Japan Standard Time
- * Deadline dates and times refer to the dates and times when notification for the cancellation request is received in AMARYS.
- * In consideration of the schedule for preliminary events to qualify for the Deaflympics, a separate cancellation policy for delegates in the basketball, volleyball, handball, and football events is under examination and will be notified at a later date through AMARYS.
- * For the schedule, please refer to Appendix B as well.
- * For the cancellation policy for cancellations in April 2025 or later, a specific example is provided in Appendix C.

3. Accommodation Allocation Process

(1) Accommodation Reservation Request

- <1> Accommodation Reservation Request Schedule
 - April 24, 2024 (Wed): Receipt of the URL and login ID for AMARYS
 - April 25, 2024 (Thu): Receipt of the Accommodation Request Form in AMARYS
 - By April 30, 2024 (Tue): Login to AMARYS and registration of the representative's information
 - By September 30, 2024 (Mon): Submission of the Accommodation Request Form in AMARYS

<2> Requested Actions

- Agreement regarding various conditions related to accommodation provision and the personal information handling policy
- Entry of the necessary number of rooms for each day during the room guarantee period in the Accommodation Request Form.
 - * Please note that reservation requests will not be accepted under the currently set categories if they are not made by the deadline.

Currently, due to an increase in demand for domestic travel in Japan and surge in popularity of Japan as a tourism destination, securing rooms is difficult and accommodation fees are rising sharply. If a request is not made by the deadline (September 30, 2024), the accommodation fees may increase or the rooms may be unavailable.

The AMARYS operation method and information regarding the Accommodation Request Form will be provided later.

(2) Tokyo 2025 Deaflympics Accommodation Allocation Policy

JTB will arrange a suitable accommodation facility in the requested accommodation category according to the accommodation allocation policy below.

- <1> For competition venues far from Tokyo metropolitan area or that have legal restrictions, JTB will arrange accommodation facilities near the venues. This policy may apply to other sports as well later.
 - Badminton Wrestling Bowling Shooting Golf Beach volleyball
- <2> For team sports, one accommodation facility will be arranged for each national team.
 - Basketball Volleyball Handball

<3> Accommodations will be arranged near each venue for the following sports since travel to Tokyo requires an overnight stay.

- Orienteering (Izu Oshima) Football (Fukushima Prefecture)

Cycling Road and Mountain Bike (Izu City and neighboring cities, Shizuoka Prefecture)

For sports listed in <1> to <3> above, JTB will arrange accommodations based on the above policy in consideration of the locations of the venues, required travel time, characteristics of the sports, start and end time of the events, legal regulations related to the events, and other factors, in order to reduce the burden on athletes and related personnel and to increase convenience and efficiency of transportation.

When different arrangements from those based on the above policy are requested, the transportation service may be affected (Longer travel time required from the accommodation facility to the venue) and some planned services at the accommodation facilities may not be available.

JTB will make the utmost effort to meet all requests, including accommodation facility categories, however, JTB may not be able to meet all requests due to limited room availability. Thank you very much for your understanding.

(3) Accommodation Allocation and Tour Contract

<1> Initial Accommodation Allocation Notification (provision by October 31, 2024)

- JTB will provide notification of the initial accommodation allocations through AMARYS.

<2> First Installment Payment Due Date (by November 29, 2024)

- Please pay the first installment according to the first invoice so JTB receives the payment by November 29, 2024.

<3> Tour Contract

- According to the Travel Agency Act of Japan, tour contracts must be concluded.
 Tour Terms & Conditions, which serve as tour contracts, and statements that outline the reservation details will be sent through AMARYS.
- The first invoice will be issued following the conclusion of the contract.

<4> Reservation Change Request

- Accommodation allocations will be confirmed when payment for the first invoice is received.
- Reservation change requests can be made afterward.

*If a contract is not concluded or we do not receive payment by the due date, the accommodation reservation will be cancelled.

(4) Reservation Changes and Final Notification

- <1> Reservation Change Period (by February 28, 2025)
 - Please submit the reservation change request in AMARYS.
 - Reservation change requests can be made after conclusion of the tour contract and confirmation that payment was received.

<2> Notification of Final Accommodation Arrangement Notification (by March 31, 2025)

- JTB will provide notification of the final accommodation reservation in AMARYS.

<3> Second Installment Due Date (by April 30, 2025)

 Please pay the second accommodation fee installment according to the second invoice so JTB receives the payment by April 30, 2025.

(5) Reservation Change After the Final Accommodation Allocation Notification

- <1> Reservation Change Period (after notification of the Final Accommodation Allocation Notification and until August 29, 2025)
 - Reserved rooms can be cancelled according to [2. Accommodation Arrangement Service Basic Policy (7) Cancellation Policy]
 - Requests for additional rooms can be made anytime (The applicable accommodation fee will no longer be based on the accommodation facility category.)

<2> Reservation Change Request

- Reservation change requests for a final notification can be made after confirmation of payment for the second invoice.

*If payment is not received by the due date, the accommodation reservation will be cancelled for the number of rooms not covered by the first installment.

*For reserving additional rooms after notification of the Final Accommodation Allocation Notification, the accommodation fee rates when the request for additional rooms is received will apply. The prices and conditions will not be based on the accommodation facility category.

*For an additional room request after issuance of the second invoice, the payment due date will be set according to the conditions for room provision by the accommodation facility. Please make the payments accordingly.

<3> Additional Room Request

- Request for additional rooms can be made after confirmation that payment for the final invoice is received.
 - * If JTB cannot confirm payment receipt by the due date, the accommodation reservation will be cancelled for the number of rooms not covered by the first and second installments.

(6) Cancellation Policy from April 1, 2025

Room changes from April 1, 2025 or later are treated as a cancellation and rebooking.

For example, when a room type is changed from a single room to a twin room in the same accommodation facility, the booked single room will be treated as cancelled even if there is no change in the total number of booked rooms in the accommodation facility. For details, please refer to Appendix C.

(7) <u>Accommodation Arrangement Not Made by JTB (Official Travel Agency)</u>

When an accommodation reservation is not made through JTB, which is the official travel agency, **all transportation services** to be described later in [4. Transportation Service] **will not be provided**.

When a NDSF does not make an accommodation arrangement with JTB, the NDSF shall be responsible for all transportation during the Tokyo 2025 Deaflympics at its own cost.

Even when the NDSF arranges accommodations on its own, the NDSF is requested to log in to AMARYS and contact JTB through AMARYS.

Otherwise, the NDSFs may not be able to use the pick-up/drop-off area or parking at the venue.

4. Transportation Service

When the NDSF makes accommodation reservations through JTB (official travel agency), the NDSF will be able to use the following transportation services provided by JTB.

(1) <u>Transportation Service Period</u>

Four days before the opening ceremony to two days after the closing ceremony **November 11, 2025 (Tuesday) to November 28, 2025 (Friday)**

(2) Conditions for Use

Transportation services are available only to NDSFs making accommodation reservations through JTB (official travel agency).

(3) Official Airports

The official airports of Tokyo 2025 Deaflympics are as follows:

- <1> Tokyo International Airport (Haneda Airport) Terminal 2 and Terminal 3
- <2> Narita International Airport (Narita Airport) Terminal 1 and Terminal 2
 *There will be no transportation service from other airports.

(4) Specifications for Arrival and/or Departure Dates

For sports requiring special transportation services, JTB will specify the arrival and/or departure dates and airports.

For applicable sports, JTB will provide notification through AMARYS at a later date.

(5) <u>Transportation Services (Plan)</u>

<1> Transportation from the Airport upon Arrival to Japan

- Transportation from official airports will be provided to the ID Center.
- From the ID center, transportation to specified drop-off locations will be provided.



<2> Opening and Closing Ceremonies Transportation

- Transportation between specified pick-up/drop-off locations and the Opening and Closing Ceremony venue will be provided.

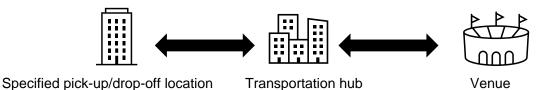


Specified pick-up/drop-off location

Opening and Closing Ceremonies Venue

<3> Transportation During Sports Events

- Transportation between specified pick-up/drop-off locations and competition venues will be provided via a transportation site.



- For some sport competitions, transportation between specified pick-up/drop-off locations and the competition venues will be provided.



<4> Transportation to the Airport for Departure from Japan

 Transportation from specified pick-up locations will be provided to official airports.



* Travel between accommodation facilities and specified pick-up/drop-off locations will be on foot.

5. Other Precautions

(1) Luggage Transportation

Basically, JTB's transportation service includes the complimentary transport of one suitcase (total size (length, width, height) up to 62" / 158cm). Due to limited space and capacity on the bus, there will be a fee for transporting other luggage.

Transport costs for other luggage will be notified at a later date. Please contact us through AMARYS to arrange luggage transport.

E.g.) Second suitcases, bicycles, pole vault poles, javelins, large-size team luggage, bowling balls, and so on

■Appendix A: Main Accommodation Facilities by Category Information Sheet

Category A (JPY30,000~/person)







Category B (JPY20,000~/person)





Area: Ikebukuro









■Appendix A: Main Accommodation Facilities by Category Information Sheet

Category C (JPY10,000~/person)







Category D (~JPY10,000/person)







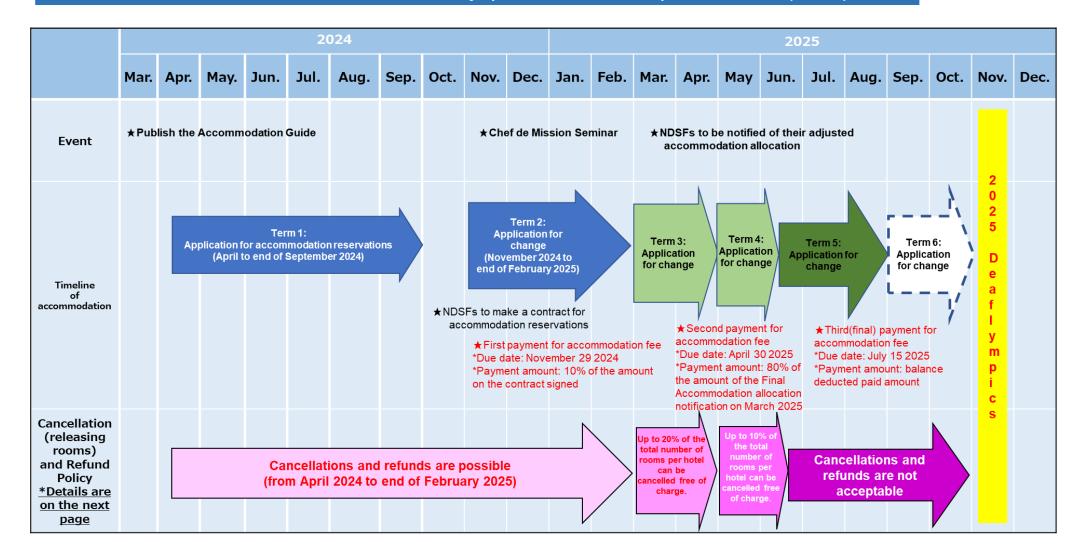






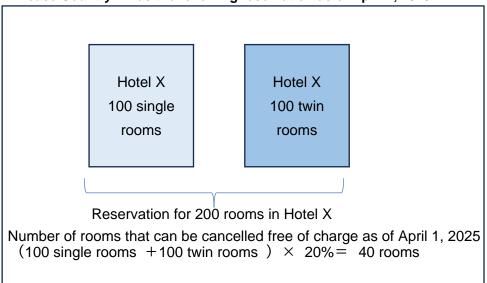
■Appendix B: Accommodation Arrangement Schedule

★ Accommodation Reservations for the 2025 Deaflympics for National Deaf Sports Federations(NDSFs)



■Appendix C: Cancellation Policy from April 1,2025

In case Country A has the following reservation as of April 1, 2025



(Case 1) In case of cancelling 50 single rooms in Hotel X on April 1, 2025





Up to 40 rooms can be cancelled in Hotel X free of charge. 100% of the room price will be charged for cancelling10 rooms.

(Case 2) In case of cancelling 20 single rooms and booking an additional 20 twin rooms in Hotel X on April 1, 2025

Free of charge cancellation 20 rooms

80 single rooms in
Hotel X



Since up to 40 rooms can be cancelled free of charge in Hotel X, there will be no charge for the cancellation of 20 single rooms. The additional 20 twin rooms are treated as a new booking. Consequently, 20 rooms can still be cancelled in Hotel X free of charge in April.

Even if the booking for one type of room decreases and additional rooms of another type are booked in the same hotel, the number of rooms will not be offset.

(Case 3) In case of cancelling 50 single rooms and booking an additional 30 twin rooms in Hotel X on April 1, 2025

Free of charge cancellation 40 rooms

Cancellation fees for 10 rooms

50 single rooms in Hotel X



Up to 40 rooms can be cancelled in Hotel X free of charge. 100% of the room price will be charged for cancelling 10 rooms. The additional 30 rooms are treated as a new booking. After cancelling 40 rooms free of charge, no more rooms can be cancelled free of charge in April in Hotel X.

Even if the booking for one type of room decreases and the number for another type of room increases in the same hotel, the number of rooms will not be offset when the room type is different.

*Since 100% of the room price will be charged for a cancellation, it is possible to keep the reservation instead of cancelling the reservation for 10 rooms.

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^{*}Since 100% of the room price will be charged for a cancellation, it is possible to keep the reservation instead of cancelling the reservation for 10 rooms.

■Appendix D: National Olympics Memorial Youth Center Guide Map



Lodge Bldg A: Single Room Type



*Sample of the Guest Room

[1]

Lodge Bldg D:Single Room Type





■Appendix E: Competition Schedule

to be announced

■Appendix F: Completion Venue Map

