



*Improving the lives of women and girls
through programs leading to social
and economic empowerment.*

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

45th Biennial Convention, Yokohama, Japan, July 30 – August 2, 2018

Planning Your Trip

Updated information about our convention will be posted on the SIA Meetings page:

<https://www.soroptimist.org/for-clubs-and-members/whats-new/45th-biennial-convention.html>. You can get the most up-to-date information by visiting the [SIA Facebook page](#). Follow SIA on [Twitter](#) for convention news by searching the hashtag: #SIACnv2018. Also use this hashtag when posting your own tweets. By using the #SIACnv2018 hashtag it will be easy to follow all the convention news.

Convention Location

The 45th Biennial Convention will be held at the [Pacifico Yokohama](#). Its beautiful exterior, designed to bring to mind ocean waves, wind, and sunlight, has become the new symbol of the historic and cosmopolitan city of Yokohama. All its world-class facilities expand the possibilities for conventions. The convenient location and superb surroundings of water and greenery will create an outstanding environment for our convention.

Registration Fees

The non-delegate registration fee for convention will be JPY 60,000 for the full convention or JPY 32,000 per day for daily registration. Fees increase after May 30, 2018.

Registration

Online registration and complete convention information will be available on [our website](#) in February 2018. Please review our [registration policies](#). In addition, you will be prompted to secure your hotel reservations during the registration process. Please see additional information under hotel accommodations below.

Airports Information into Japan and Airline Carrier Discounts

There are two major airports serving the greater Tokyo area of Japan—Narita (NRT) and Haneda (HND). Haneda is the closer airport and is only 14 miles from Yokohama. Narita is 57 miles from Yokohama.

United Airlines: United Airline is offering a 10% discount for travel to our convention. Please visit www.united.com/meetingtravel and enter: Z Code: ZEGP

Agreement Code: 918035 in the Offer Code box. *Note: do not include a space between the Z code and Agreement code.* Customers can also call United Meeting Reservation Desk at 800-426-1122 Mon-Fri 8am – 10pm ET and

Sat/Sun 8am – 6pm ET. Booking fees are waived for Meeting reservations.

American Airlines: American Airlines is offering Zone Fares traveling from the USA or Canada. Call 1-800-433-1790 for ticket purchase from anywhere in the USA or Canada, seven days a week, from 0600-midnight CST and refer to authorization number A2578DU. Reservations for the hearing and speech impaired are also available at 1-800-543-1586. Zone fares are not valid for markets where American does not publish a fare. Certain restrictions apply.

Delta Airlines: Reservations and ticketing available via www.delta.com/meetings or by calling Delta Meeting Network Reservations at 800-328-1111. When booking online at www.delta.com/meetings, select 'Book Your Flight' and enter your Meeting Code NMRD2 in the box provided.

Airport Ground Transportation

Transportation is available from both airports to Yokohama. Please visit this website and click on the Travel Information link for information: <http://www.yokohamajapan.com/>

There is also a bus available from the Narita and Haneda Airports to the Intercontinental Hotel in Yokohama: <http://www.limousinebus.co.jp/en/>

In addition, our convention hotel offers these instructions: <http://www.interconti.co.jp/yokohama/en/access/>

Hotel Accommodations

We will have hotel rooms at various costs available near the Pacifico Yokohama. Our convention hotel is the [Intercontinental Yokohama](#). Soroptimist discounted hotel reservations—for all our Yokohama hotels—will be handled through one website and offered in both English and Japanese. Rooms at the Intercontinental will range from JPY 21,060 – JPY 35,000 inclusive of tax and fees. Lower cost options will be available. Preview the [hotel list](#).

Hotel reservations will be available in January and will be part of the convention registration information. We ask all of our participants to book their hotel reservations through the link provided on the SIA website. SIA has secured specially-priced hotel rooms around the convention center. Please note that booking hotel rooms without using our designated link may result in SIA paying a penalty if we do not meet our contractual obligations.

If you require a block of rooms or need additional assistance booking rooms, contact us at siahq@soroptimist.org.

Interpretation

Interpretation will be provided in Japanese, Mandarin Chinese, Korean, Spanish and Portuguese for all general sessions, and workshops held in the Pacifico National Hall and Hall C/D. There will not be interpretation at the Writing Our Wishes Reception.

Meals and Special Events

There will be a number of special events for which you can register as part of the convention at an additional cost. These include:

- Writing our Wishes Reception. This welcome reception will take place on Monday, July 30 from 6:00 – 7:30 pm. There will be limited tickets for this event. The cost is JPY 8,000.

- Cultural events. Our members from Japan will delight us in offering hands on special events that will include tea ceremony, calligraphy, and kimono. These will take place on Monday, July 30th in the afternoon. The cost is JPY 2,500.
- Laurel Society Event. Celebrating the music and fashion of Yokohama in the 1960s and 1970s, this event will take place Tuesday, July 31st from 6:00 to 7:30 pm for active Laurel Society members (have given \$360 in the 2016-2018 biennium) and new Laurel Society members (minimal donation: \$1,000). Visit www.soroptimist.org to join the Laurel Society or, if you are a Laurel Society member, give your contribution to remain an active member (\$360).
- Our Shining Stars: Recognition Banquet. We will recognize our incoming and outgoing leaders and enjoy a lovely dinner and entertainment. This will take place on Wednesday, August 1 starting with a reception at 6:30 and dinner at 7:00. The cost will be JPY 18,500.
- Bento Box lunches. Bento box lunches will be available for advance purchase for lunch on Tuesday July 31 and Wednesday August 1. Bento boxes will be distributed outside of workshop rooms. The cost for Bento Boxes will be JPY 3,000.

Convention Fee

The convention fee is \$495 USD per club. Invoices will be mailed in January 2018 and are due **March 15, 2018**. This fee covers the convention registration for the club delegate whether they attend or not. Meal tickets are not included.

Roommates/Travel Companions

Use the [SIA Facebook page](#) to find a roommate or travel companion.

Suggested Dress

The average temperature in Yokohama in July/August is a low of 72° F (22° C) and a high of 86° F (30° C). Business or business casual attire is recommended for the meetings and luncheons. Dressy attire is recommended for the Recognition Banquet. Bring a sweater or light jacket to wear during the meetings as the convention center is air-conditioned.

Tours

We will be offering a variety of sightseeing tours exclusively designed for Soroptimists. The final schedule with locations and costs will be available in January 2018. You will be able to register for tours through the [SIA website](#).

Yokohama

Yokohama is a beautiful modern city located on the Pacific Ocean. It is the first harbor city introduced to the world as the entrance to Japan. Since the time the port was opened, Yokohama has been vigorously acquiring new cultures and information from foreign countries, and introducing to Japan new food and a wide range of cultures. Thus, Yokohama is considered the birthplace of Japan's modern culture. The total population of Yokohama is 3.7 million people, making the city the second largest after Tokyo's 23 Wards. Yokohama is considered a city of dreams for the citizens of Japan, who are very proud of living there. In addition to serving as a popular tourist mecca, Yokohama is a thriving center for business and culture. Learn more about Yokohama: <http://www.yokohamajapan.com/>.

Visa Requests

In addition to passports, Japan requires visas from a number of SIA countries, including Bolivia, Brazil, Colombia, Ecuador, Palau, Panama, Peru, and Venezuela. In order to get a visa, you must be registered for convention. After receiving your registration, please forward your confirmation to sia2018-reg@convention.co.jp to request your visa letter.

Since a Visa to Japan is valid only for 3 months, Visa Documents will be prepared from the end of April and will be delivered around May. Your understanding and patience would be much appreciated.

For more information about visas, please visit the Japan Ministry of Foreign Affairs:

http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html

Workshops

There will be three opportunities to attend workshops during the convention. One set of workshops will be language-based to develop plans for our next century. The other sets will focus on the pillar areas of the SIA strategic plan (program, membership, fundraising and public awareness) and will be led by members and SIA staff.

Questions

Questions about the convention registration and hotel reservations should be directed here:

For assistance with registration, contact:

JTB Global Marketing & Travel Inc.

E-Mail:sia2018@gmt.jtb.jp

TEL:+81-3-5796-5445 Fax:+81-3-5495-0685

OFFICE HOURS:10:00-17:00, Japan Standard Time, Except Saturday, Sunday and National Holiday

All other questions should be directed to siahq@soroptimist.org.
