



Airport

New Tokyo Narita International - TYO - 65 km E of Tokyo

:: **Rail** - Narita Express to Tokyo, appx 60 mins, JP¥ 2940 one way - multiple other rail destinations available

:: **Bus** - multiple connections to all prefectures from terminals 1 and 2

:: **Airport information desk** - Phone 0476-322 802

Passport, Visa & Health

Passport - required

Visa - not required for EU nationals for a maximum stay of 3 mths

Health - none

AMERICAN
EXPRESS

Corporate
Travel

Emergency Service
+44 20 8253 8490
outside normal office hours only

On your best behavior...

Business - Business cards are very important. Bring a supply in English and in Japanese (can be printed on arrival). Appointments should be made. Business discussions can last several days and are usually very formal. Punctuality is essential.

Social - The Japanese social code is very different, but they do not expect the guest to be familiar with all the customs. Formal, polite and respectful behavior is however expected. Bowing is the customary greeting, but handshaking is becoming more common. The suffix *san* should be used when addressing a person, e.g. Tanaka-san. Small gifts are custom when visiting homes as are company souvenirs (or a bottle of quality spirits) for business relations.

Tipping - No tips are expected. You can give a small 'financial gift', using special red gift envelopes. Never give loose change as a tip.

Communication & Power

Mobile - PDC network not compatible with GSM - mobiles can be hired from NTT

Internet - cybercafés available in all urban areas

Phone - country code **+81** - Outgoing International **001**

Electricity - 100 volts AC, 50/60Hz - flat 2-pin plugs are used

Cut out the Factsheet and fold it into a wallet card



Time Zone

GMT +9

Local Information

Tokyo Tourist Information Center - Tokyo International Forum, 3-5-1 Marunouchi, Chiyoda-ku
Open - Mon-Fri 0900-1700, Sat 0900-1200
Phone - (03) 3201 3331
www.jnto.go.jp

Local Office

Nippon Travel Agency Co. Ltd
 2-5-1 Kyobashi, Chou-ku
 Tokyo 104-0031 - Phone +81 (3) 3567-2609

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Disclaimer - this factsheet is to be used for informational purposes only. For up-to-date information regarding your travel and your passport, visa and health requirements, please contact your dedicated amex office.