

Information Note
2025 International Mayors Forum
14-16 October 2025
Meitetsu Toyota Hotel, Toyota City, Japan

Venue

The Meeting will take place from 14 to 16 October 2025 at **Meitetsu Toyota Hotel** located in Toyota City in Japan. The hotel is just minutes' walk away from the “Meitetsu TOYOTASHI” Station”. The hotel is about 1 hour drive from Chubu Centrair International Airport (NGO).



Address: Meitetsu Toyota Hotel
 1-140 Kitamachi, Toyota City, Aichi, 471-0027, Japan

Telephone: +81 565-35-6611

**Please see the map [here](#).*

The welcome reception on the evening of the 14th will be held at Hotel Toyota Castle, which is also within walking distance from the “Meitetsu TOYOTASHI” Station”.



Address: Hotel Toyota Castle
 COMO Square West, 2-160 Kitamachi, Toyota City,
 Aichi, 471-0027, Japan

Telephone: +81 565-31-2211

**Please see the map [here](#).*

Participants are kindly requested to arrange your own hotel accommodation.

Accommodation

Please refer to the information below for hotel options.

Accommodation Information

*When making a hotel reservation, it is strongly recommended that you should book on cancelable terms in case of unforeseen circumstances.

Transportation

*Toyota City will operate scheduled shuttle buses from the airport to the venue (Meitetsu Toyota Hotel) for the forum. Specific operating hours of the shuttle buses are below.

If the operating hours of the shuttle bus is not convenient with your arrival time, you can use taxi or other means (shown below) to reach your hotel using Terminal Expenses given by the UN.

<Schedule for Shuttle Bus>

*Kindly note that the schedule may change without prior notice. We appreciate your understanding."

- 13 September 2025
 - From Chubu Centrair International Airport (NGO)
At 10:00/ 15:00/ 18:00/ 21:00
 - From Nagoya Station
At 13:00/ 18:00
- 17 September 2025
 - To Chubu Centrair International Airport (NGO)
5:40/ 9:15/ 12:45
 - To Nagoya Station
7:00/ 10:00

-Other transportation options can be seen below:

From Chubu Centrair International Airport (NGO)

▶ By taxi:

- Regular Taxi: Cost: JPY 15,000 - 20,000 (Approx. USD \$100 - \$150)
 - Duration**: 70-90 minutes (depending on traffic)

▶ By Airport Shuttle/Bus

- Bus
 - Cost: JPY2,100 (Approx. USD \$15)
 - Duration: 60 - 90 minutes
 - Operates three times a day.
 - Tickets are sold at Central Japan Travel Center (Arrival Lobby, 2nd Floor, Terminal 1, Chubu Centrair International Airport)

▶ By Train

- Cost: JPY1,960 (Approx. USD \$13)
- Duration: 90-100 minutes

It is recommended to take a flight arriving at Chubu via the cities below which has a flight to Chubu but it is also possible to fly in Chubu via Tokyo (Haneda/Narita). If you take a flight arriving at KIX, you need to take a train to arrive in Toyota, which will take 3-4 hours.

Destinations served by Chubu Centrair International Airport (NGO):

- ◆ Asia
 - South Korea: Seoul (Incheon), Busan
 - China: Beijing, Shanghai, Guangzhou, Shenzhen, Qingdao, Yantai, Shenyang, Xi'an, Nanjing, Dalian, Tianjin, Hangzhou
 - Taiwan: Taipei (Taoyuan), Kaohsiung, Taichung
 - Hong Kong: Hong Kong International Airport
 - Singapore: Changi Airport
 - Thailand: Bangkok (Suvarnabhumi and Don Mueang)
 - Vietnam: Hanoi, Ho Chi Minh City
 - Philippines: Manila, Cebu
- ◆ North America
 - USA: Honolulu
- ◆ Europe
 - Finland: Helsinki
- ◆ Oceania / Pacific
 - Guam: Antonio B. Won Pat International Airport

Online Registration

Participants are requested to register online through <https://convention-net.jp/p/cg/2025imf/new2.php>.

Online registration is required for the Secretariat to prepare name badges, field visits, meals, and other arrangements. If you need a visa to enter Japan, we strongly recommend registering and requesting the necessary documents as early as possible (see below for visa arrangements).

Visa Requirements

Kindly be advised that obtaining a visa is the responsibility of each participant. Please check the visa requirement for your nationality [here](#).

Health and Safety

Travel Insurance

All participants are strongly encouraged to purchase individual health travel insurance before travelling. Emergency and hospital claims are **not** covered by the organizers in case of any emergencies. Please contact your usual insurance provider or travel agency.

Local Emergency Numbers

Police: 110

Medical Emergency: 119

Fire Department: 119

Local Information

Language

The official language of the event and all documentation will be in English. However, English is not an official language in Japan. While airport and hotel employees may be conversational in English, taxi drivers and workers at smaller stores and restaurants may not be. Applications like 'Google Translate' can be helpful for translating Japanese to English.

Time Zone

Japan operates on Japan Standard Time (JST), which is UTC+9. Japan does not observe Daylight Saving Time (DST).

Currency

Japan's official currency is the Japanese Yen (JPY). 1 USD is approximately JPY 150, though rates may vary with market fluctuations. Currency exchange services are available at Chubu Centrair International Airport. In Toyota City, currency exchange can be done at major banks, as well as select hotel. However, availability may be limited, so it is recommended to exchange currency at the airport or in larger cities when possible.

Debit and Credit Cards

American Express, Diners Club, MasterCard, and Visa are widely accepted at stores and restaurants in Japan. However, it's advisable to carry some cash, especially when traveling to more remote areas.

Weather

Toyota City has a temperate climate with four distinct seasons: spring, summer, autumn, and winter. In October, Toyota City experiences mild autumn weather with comfortable temperatures and lower humidity. Daytime temperatures typically average around 25°C (77°F), while nighttime temperatures can drop to about 15°C (59°F). Rainfall is generally moderate.

Internet

Wi-Fi internet access will be available throughout the meeting. Free Wi-Fi is also common in many cafés and airports.

IC card/app for Transportation

Across Japan, rechargeable IC cards such as Suica and PASMO in Tokyo, TOICA and manaca in Nagoya, and other regional options can be purchased at train stations or downloaded to your smartphone, and they can be used seamlessly on trains, subways, buses, and even for shopping.

Communication

Local SIM Cards and eSim

Purchasing a local SIM card in Japan is relatively straightforward and can be done at major international airports, as well as at electronics stores and some convenience stores in urban areas. Popular providers include NTT Docomo, SoftBank, and au. Prepaid SIM cards with data plans are available, though options for voice and SMS may be limited for short-term visitors. Be sure to bring your passport, as identification is required for purchase.

An eSIM can also be purchased before arriving in Japan through various providers

International Roaming

Most international mobile operators provide roaming services in Japan, but charges can be high. It is recommended to check with your provider for international roaming rates and packages before traveling. Alternatively, using a local SIM card or an eSIM with a data plan can offer a more cost-effective.

Electricity

The standard voltage in Japan is 100 volts and with a standard frequency of 50 Hz. The outlet type used in Japan is Type A, which has two flat parallel pins, similar to those used in North America. 100V/ 50 Hz on following outlets:



Meeting Contacts

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