

Sugamo weekly *mansion* information

This info comes from the flyers I picked up at the *mansion* in August, 2000. Some of the information – like the door codes, or specific check-in/check-out times, etc. – may no longer be accurate, but it will give you an idea of what to expect.

Both pages are scanned from the original flyers, so the picture quality isn't the best, but should be serviceable.

How to get there:

There are two nearby train stations, both marked on the map (see next page):

- JR Yamanote line Sugamo station (station building is above ground)
- Toei-Mita line Sugamo station (station is underground, part of the subway system)

If you're coming from Gallery Origami House, or the convention, you'll be on the Toei-Mita line – take the A3 exit up to the street. If you're coming from elsewhere in Tokyo, you'll probably be on the Yamanote line – I'm not sure what the exit is named, could be "Front exit," "West," or "Hakusan-dori" (that's the name of the big street outside.) If you get really turned around in the station, find a station employee, (or a kindly-looking local) show them the map and say "Hakusan-dori?" (you can use English question-intonation) and they should point you in the right direction.

Walk up the main street (probably unsigned, but is named Hakusan-dori) until you come to a traffic light, and turn left on a small street. You'll pass a temple (grey walls, black tile roof, incense burning in the courtyard) named Shinsho-ji on your right. Follow the street until it ends, and turn right. There should be a Pizza Hut (really!) on your right. Pass a small street on your left, and the Weekly Mansion will be on your left, across from a laundry. The building is not well signed, and the entrance is below grade – you have to go down stairs to get to the front door.

Questions?

Feel free to contact me directly if you have any questions about staying at the *mansion*:

Anne LaVin
1-781-388-9101
lavin@mit.edu
(or lavin@rochlis.com, both end up in the same mailbox.)

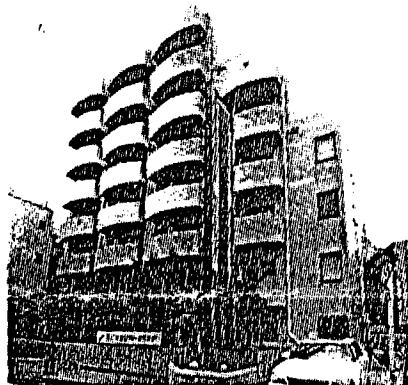
Weekly Mansion Sugamo

Location: 3-6-16, Sugamo, Toshima-ku, Tokyo Japan
〒1170-0002 東京都豊島区巣鴨 3-6-16
Tel: 03-5974-9150 Fax: 03-5974-9159

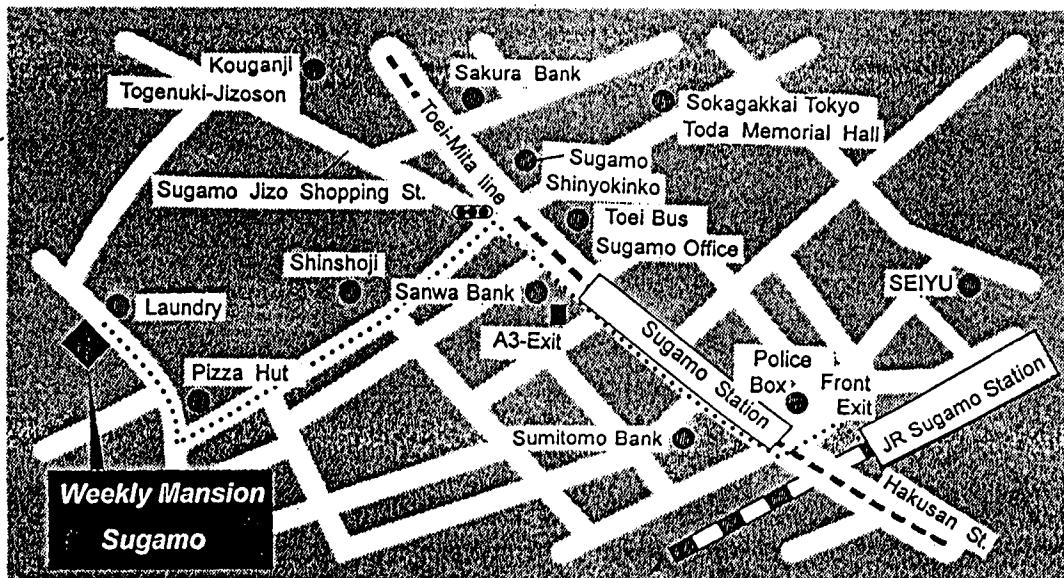
Nearest transportation terminal
6 minutes walk from JR Sugamo Station, Front Exit
5 minutes walk from Sugamo Station(Toei-Mita line), A3 Exit

Time required from Sugamo Station

- ◆ Ikebukuro 5 minutes by JR Yamanote line
- ◆ Tokyo 18 minutes by JR Yamanote line
- ◆ Hibiya 14 minutes by Toei-Mita line



JR山手線・地下鉄都営三田線「巣鴨」駅利用。池袋へ、東京へ、日比谷へ、便利。



JR「巣鴨」駅下車正面口徒歩6分。都営三田線「巣鴨」駅下車A3出口徒歩5分。
●池袋へ JR山手線利用5分 ●東京へ JR山手線利用18分
●日比谷へ 地下鉄都営三田線利用14分



Weekly Mansion Tokyo Rules & Information

- I. **FRONT DESK** is open daily from 9:00 a.m. to 6:00 p.m.
Please make all payments during these hours.
- II. **FRONT DOOR** will automatically lock at 6:00p.m. to 9:00a.m. the following morning. After hours please push the button with the Chinese character “呼” on the keypad to the left of the door and input the code number “1993”.
- III. **CARD KEY** is necessary to enter your room. Please do not lose or misplace your card key. **Please be careful!** There is a ¥1000 to ¥3000 service charge for opening your rooms after 6:00 p.m. The door to your room will not lock automatically so always insert the key to lock the door as you go out.
- IV. **CHECK OUT TIME** is 10:00 a.m. When checking out before the front desk is open (9:00a.m.), please remove all trash from your room and leave your card key in your room.
- V. **LAUNDROMAT** is located at the basement.
- VI. **GARBAGE CANS** are located at the back of the building.
Please separate your burnable & unburnable trash.
- VII. **OUTSIDE CALLS**, dial “0”before dialing the phone number.
- VIII. **RECEIVING CALLS**, please dial (or inform person to dial); 03-5974-9155, then pause for 2 rings, [melody starts], then dial 1 (rooms at the B1 floor dial 100) and your room number. Calls can only be from touch-tone phones. No outside phone calls are connected from the front desk.
- IX. **MAIL & DELIVERIES**, must include your room number. Please instruct persons to send to you at;
〒170-0002 Weekly Mansion Sugamo, 3-6-16- #your room,
Sugamo, Toshima-ku, Tokyo Japan
Tel 03-5974-9150 Fax 03-5974-9159