

INFORMATION FOR PARTICIPANTS

Check-in

Upon arrival, please visit the Registration Desk to pick up your conference goods and name badge. Please wear the badge at all times when you stay at the conference venue.

Opening Hours of the Registration Desk

November 6, Wednesday	8:30-18:00
November 7, Thursday	8:30-17:00
November 8, Friday	8:30-17:00
November 9, Saturday	8:30-12:30

Registration Fees

For details, please refer to the official website.



NOTE

- If you are a licensed occupational therapist in Japan, you have to be a member of JAOT
- If you are a student (entry-level, Master and PhD students) who do not have an OT license, please register as a "student"
- Our organizing staff and press may take photos and videos during the congress. These may be published and archived in JAOT publications, including the JAOT journal, on the website, and on video streaming services, approved by APOTC 2024. Please note that this is highly likely, especially for lecturers, presenters, and awardees.

Chairs and Presenters

All chairs should check in at the Desk at least 30 minutes prior to your session and be seated in the session room at least 10 minutes prior to the beginning of the session.

Oral presenters including keynote address, symposium, congress theme, oral and workshop presenters are required to check in to the PC Desk. For poster presenters, please check which session you have been scheduled to present. After you check in, ensure your poster is displayed prior to the first coffee break of the day of your presentation day. Stand-by 30 minutes in front of the Poster on the day of allocated time is required.

For more details, please refer to the official website.



Language

The official language of APOTC 2024 is English. Simultaneous translation will be provided in some sessions. For details, please refer to the app.

Certificate of Attendance

A certificate of attendance will be sent to the email address you registered after the Congress.

Cloakroom

The cloakroom is located at the Entrance Hall on the 1st Floor.

*Valuables cannot be left at the cloakroom.

Opening Hours of the cloakroom

November 6, Wednesday	8:30-20:30
November 7, Thursday	8:30-17:30
November 8, Friday	8:30-17:30
November 9, Saturday	8:30-13:00

Internet

We offer participants a free internet connection throughout the venue.

Simply select SSID and enter PW below to enjoy surfing.

SSID: TBD

PW: TBD

Meals and Refreshments

- Lunch tickets (for lunch box : bento) for November 6 to 8 is included in the registration fee (except for accompanying persons). Please note that we will provide lunch boxes on a first come, first served basis. To reduce food waste at the Congress, we will place lunch box orders based on the responses to the pre-event survey. Please note that the number of lunch boxes is limited, and we cannot guarantee that each participant will receive one. Additionally, while we will provide lunch boxes accommodating dietary restrictions, the number of these meals is also limited.
- Kitchen Cars will provide a variety of casual meals including local foods. They will be available from November 6 to 8 in the outdoor area next to the Main Hall (Exhibition Hall).
- Vending Machine in front of the general information desk of the SCC.
- Terrace Restaurant SORA (in the SSC)
Opening Hours: 11:00-16:00
- RASORA Sapporo (Shopping mall near the venue)
Opening Hours: 10:00-20:00 / Opening Hours of Restaurants: 11:00-21:00

There are also several fancy restaurants in the center of the city.

Participants with children

APOTC2024 extends a warm welcome to participants with children! Children under 18 can attend the congress free of charge and accompany their parents to lectures and presentations. For more information, please refer to the official website.



Family lounge

We provide a Family lounge for parents to dine and rest. No advance booking is necessary, so feel free to use them as needed.

Childcare Services

We will provide childcare services in the venue.

Other services

- Nursing room
- Rental for wheelchair
- Nappy change

Cash Machines

No currency exchange services are available at the conference site. Seven Bank ATMs, located inside 7-Eleven convenience stores, accept foreign-issued credit cards and cash cards and provide vocal and on-screen guidance in the English, Korean, Chinese, and Portuguese languages. The machines also accept debit cards for cash withdrawals. The following ATMs can be used and can commonly be found.

(Japan Post Bank / Seven Bank / American Express/ Visa / Mastercard / Diners Club / JCB /China Union Pay).



The 7-Eleven near from the Sapporo Convention Center:
The 7-Eleven Higashi Sapporo 5 Jo 5-2-1-28, Higashi-Sapporo, Higashi-ku, Sapporo
003-0005 Japan

Taxi

Taxi pool is located outside of the South Entrance of Sapporo Convention Center. Taxis have display boards to show the availability status. You can take a taxi displayed as " 空車 " (Vacant). Taxi stands are located near stations, airports and commercial establishments. The basic fixed fare of a taxi is 670 yen for the initial 2km, and 80 yen is added for each additional 302m.