

**YOKOTA TOURS
POLICIES**

You must be 18 or older to sign up for a Yokota Tour. All participants 17 years and under must be accompanied by a parent or legal guardian to go on the Yokota Tours. Please read the tour descriptions in this brochure thoroughly. Participants are encouraged to eat a good breakfast prior to departing on all morning tours; you may also bring your own food on the tours. Rest stops are made on all tours lasting over two hours (the food at the rest stops are primarily Japanese and currency used is yen). At all stops, we encourage passengers to return to the same seat taken at the beginning of the tour, and always return to the bus at the time directed by the tour guide. Buses for all Yokota tours depart near building 2000; please arrive at least 15 minutes prior to departure time, as our tours leave promptly, rain or shine.

Full payment for the cost of the tour is due at the time of reservation and must be made in person. All payments must be made in cash, check or charge (VISA, MASTERCARD or CLUB CARD); yen will not be accepted.

Smoking and consumption of alcoholic beverages are prohibited on the tour bus. Personal coolers are acceptable, but must be stored in the luggage compartment beneath the bus. Listening to media players is allowed, but only with the use of headphones. Parents are reminded of their responsibility to ensure their children are well behaved and do not disturb other passengers.

The Yokota ITT staff strives to ensure that you have the most enjoyable trip possible. We will make every reasonable effort to accommodate groups when requested. However, due to seating and ticket availability, this may not always be possible.

The Yokota ITT Office is not responsible for the loss of personal items (baggage, equipment, etc.) left on the bus. The Yokota ITT Office is not responsible for any accidents due to personal negligence or misconduct on the tour.

**All trip schedules can change with traffic and/or other uncontrollable conditions.*

**Prices and schedules are subject to change without notice.*

YOKOTA TOUR WAIT-LIST POLICY

If the tour is filled, you can put your name on a waiting list. If there are any cancellations, we will try to contact you three times via phone. After receiving the phone call, you will have 24 hours to come to the Yokota ITT Office to sign up. After the 24 hour period is over, we will move on to the next person on the list.

INCLEMENT WEATHER

All tour cancellations due to inclement weather will be determined by 4 p.m. on the day before the scheduled tours. Customers will be notified by 6 p.m. that night. In the event a cancellation is necessary, charge refunds will be made the following day and cash refunds will be available after five business days. Receipts from customers will be needed to pay out refunds.

YOKOTA TOURS REFUND POLICY

• One-day tours

Refund will be provided for cancellations made four or more business days prior to tour date. Any cancellations made after four business days will not be entitled to a refund.

• Overnight tours

The cancellation policy will be notated on the tour book for each tour.

• Military Obligations

In the case of a TDY, TAD, exercise or recall, written documentation (TDY orders or letter from squadron commander/first sergeant) must be presented prior to departure for a full refund.

In the event that Yokota ITT had already purchased the admission ticket, you will have to pay for whatever the admission ticket cost regardless of the reason of the cancellation.

You must have your receipt at the time the refund is requested. No refund after 30 days from the event.

Note: Regular Tours: Up to 10 tickets per person/Special Tours: Up to five tickets per person/Group seating not guaranteed on tours



POLICY FOR CONDUCT AND ALCOHOLIC BEVERAGES ON FSS TOUR BUSES

These guidelines will be followed for the safety and comfort of all passengers traveling aboard 374 FSS sponsored tours to include: Yokota Tours; Outdoor Recreation trips; New Sanno/Narita shuttles; all Private Organizations that contract transportation through 374 FSS Vehicle Operations. The following provisions will be followed by all customers electing to travel upon a 374 FSS bus: Alcoholic beverages are prohibited in the seating and aisle area of the bus. All coolers, bags or backpacks containing alcoholic beverages must be stored within the bus luggage compartment located below and separated from the seating compartment.

A customer found in the seating area with alcoholic beverages will be directed by the 374 FSS escort to immediately move the beverages to the luggage compartment. A customer refusing to comply with the no alcohol policy while en route will be released at the next convenient train station or equal location. The customer is responsible to provide for his or her transportation back to Fussa/Yokota.

Customers found intoxicated upon returning to a 374 FSS bus for the return travel back to Fussa/Yokota will be refused admittance to the bus. They will be directed to the closest train station or equal location. Again, it is the responsibility of the intoxicated person to find another means of travel.

Those persons not permitted to travel with 374 FSS due to the above circumstances shall forfeit their ability to receive a refund for incurred expenses for bus travel and event fees.

Individuals will be referred to the 374th Mission Support Group Commander for non-compliance with the above requirements. Those incidents will be handled under UCMJ or YCAP as appropriate.



YOKOTA ITT
227-7083/227-7084

HOURS OF OPERATION
MON-FRI • 10 A.M.-6 P.M.
SAT • 10 A.M.-3 P.M.
SUN & HOL • CLOSED



YOKOTA TOURS



SAT • 7 APR
10 A.M. - 3 P.M.

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5 <i>JUN TOUR SALES</i>
JAPANESE "GOLDEN WEEK" HOLIDAYS						
6	7	8	9	10	11	12 FUJI SHIBAZAKURA FEST TSUKUJI FISH MARKET, MEIJI SHRINE & EDO MUSEUM
13 MOTHER'S DAY BRUNCH & UENO PARK SAMURAI WARRIOR FEST	14	15	16	17	18 SUMO NIKKO SPRING FEST	19 CLAM DIGGING & MOTHER FARM
20 HAKONE NAT'L PARK	21	22	23	24	25	26 SHIRAITO FALLS & FUJI KAMAKURA HIROSHIMA →
27 DISNEYLAND JAPANESE TEA EXPERINCE	28 FUJI-Q HIGHLAND CIRQUE DU SOLEIL "KURIOS"	29 FUJI SAFARI PARK	30	31		



ITT YOKOTA TOURS CUSTOMER PARKING

Please park your POVs in the parking spaces near the side of building 2000. ITT customers, please do NOT park your POVs in the E Club parking lot.

YOKOTA TOURS BUS PICKUP LOCATION

