

# **RITSUMEIKAN RESIDENCE**

## **Conferences and Accommodation at UBC**

**Please Check-In at Totem Park Residence**  
**2525 West Mall, Vancouver, BC V6T 1W9**  
**Tel (604) 822-3304 Fax (604) 822-2833**  
[www.ubconferences.com](http://www.ubconferences.com)

**CHECK-IN:** Guests of Ritsumeikan Residence will check-in at the Front Desk of Totem Park Residence, located at 2525 West Mall (look for a two-storey building in the middle of the complex). Check-in is any time after **3:00 PM**. The Front Desk is open until midnight every day. If your group will be arriving later than midnight, please call ahead to inform the Front Desk and make arrangements to pick up your keys.

**CHECK-OUT:** Check-out is **11:00 AM**. Guests are to return their keys to the Totem Front Desk. Any keys not returned will result in a \$75 + tax charge per set of keys. If your group requires luggage storage, please inform your Sales Representative before arrival.

**RITSUMEIKAN HOUSE:** Apartments with four single bedrooms each with a single bed, desk and storage space. Guests share a lounge, kitchenette (not equipped with utensils), and one full and one half bath. Daily housekeeping service, bed linens and towels are provided.

**PARKING:** Pay parking is in effect at both Totem Park and Ritsumeikan Residences at a rate of \$5.00 + taxes per vehicle per day. Overflow/bus parking is also available. Please inform your Sales Representative if bus parking is required.

**EXPECTING MAIL?** Guests wishing to receive mail during their stay can do so by using the address above (please include the group's name, guest's full name, and room number if known)

**LAUNDRY:** Laundry machines are located in the building. The machines are operated by laundry cards which can be obtained at the Front Desk for a \$5 deposit. Credit can be added to the card in \$5 increments using a machine in the lobby. Each load will cost \$1.50 to wash and \$1.50 to dry. **Balances remaining on the cards cannot be refunded.** If possible, group members may wish to share cards to minimize the amount of the balances left on cards.

**GUEST MESSAGES:** Guest rooms are not equipped with telephones; however, pay phones are located on each floor of the house. Messages for guests may be left at the Front Desk by calling (604) 822-3304. These messages are stored at the Front Desk and a message tag is placed on the message board in the lobby to alert the guest that they have received a message. It is the responsibility of the guest to check the message board regularly, as messages cannot be delivered to individual rooms.

**PRIVACY POLICY:** For the safety and security of all our guests, and in compliance with provincial law, the front desk cannot supply room numbers or other information about guests to people inquiring by phone or in person. As well, doors to the residences remain locked at all times. Guests wishing to have people visit them should arrange a location and time to meet and explain this policy to their visitors.

**DRIVING FROM VANCOUVER INTERNATIONAL AIRPORT:** From the airport, follow the signs to Vancouver. Take the Granville Street - City Centre exit. Turn left at West 70th Ave. Veer right onto SW Marine Drive. Follow SW Marine Drive for approximately 15 km (10 miles). From S.W Marine Drive: Turn right at Gate 7. From Gate 7, turn east onto Agronomy Rd. and right onto West Mall.

**DRIVING FROM SEATTLE:** Take Interstate 5 North to the Canadian Border. Continue north for 40 minutes on Highway 99. Highway 99 turns into Oak Street at The Oak Street Bridge. The Oak Street Bridge is 6 km north of the Massey Tunnel; the airport is on your left. At the north end of the bridge, take the second exit: Marine Drive West. You curve under the bridge and start heading west, where you see an overpass. Bear to the right here and go up to merge with Granville Street. Stay on Granville as it turns to the north. Turn left onto 70th Ave, the second light and first main intersection. In two blocks, 70th becomes S.W. Marine Drive . Follow SW Marine Drive for approximately 15 km (10 miles, it curves North). From S.W Marine Drive: Turn right at Gate 7. From Gate 7, turn east onto Agronomy Rd. and right onto West Mall.

**DRIVING FROM DOWNTOWN:** Drive south on either Granville or Burrard Street. Turn right (west) on 16th Ave. From 16th turn right onto Wesbrook Mall and left onto Thunderbird Blvd. Follow Thunderbird Blvd. until you reach Totem Park (the bottom of the hill at the intersection with West Mall.)

**PUBLIC TRANSIT:** Take the #4 or #17 bus from Granville Street downtown. The trolley bus loop on campus is located in front of War Memorial Gym, approximately a 10-minute walk from Totem Park & Ritsumeikan Residences. There is no direct bus service from the Airport, but the Airporter Shuttle and public transit will take you downtown. Taxi fare is approximately \$25 from the airport to UBC Campus.