

# For Visitors to RENOVA

## A Guide to Reach RENOVA Office

Prior reception procedures are required to reach the office floor of the Kyobashi Edogrand building, where RENOVA is housed. We will issue a six-digit entry code in advance. Enter the code on the visitor reception machine at the office entrance on the third floor of the building.

From Kyobashi Sta. on Tokyo Metro Ginza Line



Walk through the Meijiya District Gate and head toward Exit 8.



The gate is on the first basement floor. Take the escalator to the ground level.

From the ground level



Take the escalator located at the center of the building to the third floor.

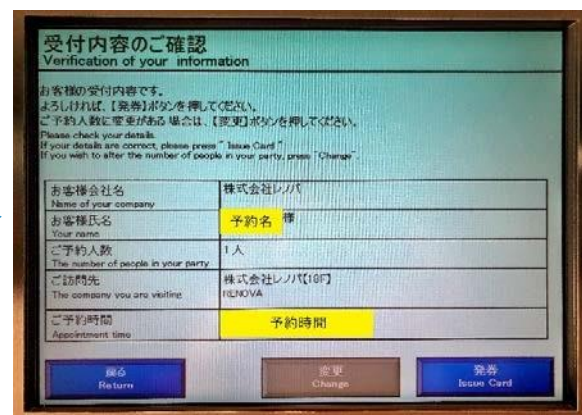


The visitor reception machine is located in the center of the office entrance.

Obtaining a ticket from the machine



Enter the six-digit code issued at the time of making an appointment using the touchscreen panel.



The screen will display the appointment details. \*Press the "Change" button, to amend the number of people to be given access within the number of persons listed for the appointment. The machine will issue entry cards with the same code until the number of cards issued matches the number of people listed for the appointment. Use this function if anyone in the group arrives late.



Press the "Issue Card" button, and a card will be dispensed from the lower part of the machine.



The gate to the 13th to 18th floors is found on the side opposite to the machine. Allow the QR code (2D code) to be scanned by the reader on the gate and then proceed to the 18th floor.



Use the tablet at the reception and call the person in charge.

### Map of Kyobashi Edogrand Area



### Information for Visitors by Car

Parking Charge: 330 yen per 30 minutes; capped at 2,500 yen per day on weekdays and 2,300 yen on holidays. Open from 7:00 a.m. to 11:00 p.m.

(except on days when the building is closed and when the whole building is powered off)

### RENOVA, Inc.

+81- (0) 3-3516-6260 (switchboard)

18th Floor, Kyobashi Edogrand,  
2-2-1 Kyobashi, Chuo-ku, Tokyo, 104-0031, Japan  
Directly connected to Tokyo Metro's Kyobashi Station

