

Receive and send mail/parcels, etc.

1) Receiving

At the Users Office, you can pick up mail, parcels, etc. on your behalf. If the recipient wishes to send, please inform Users Office in advance of the delivery date, items, quantity, etc. before shipping. Be sure to enter the recipient's name and affiliation in the address. After the parcel arrives at the Users Office, we will contact the recipient and come to pick up to Users Office.

■ Receiving at the Users office

J-PARC Center Users Office, 1F Ibaraki Quantum Beam Research Center

162-1 Shirakata Tokai-mura Naka-gun, Ibaraki, Japan 319-1106, Phone: 029-284-3398

And your info!

■ Persons staying at Tokai Dormitory (pick up at dormitory)

203-1 Shirakata, Tokai-mura, Naka-gun, Ibaraki, Phone: 029-284-4947

Plus your name, affiliation and phone number and room number!

■ Others

If you want to deliver the experimental equipment and samples directly to the experimental facility, please contact the person in charge of the experiment.

The same applies when equipment installers accompany you. When you bring in these items, please apply as prescribed by the laboratory.

2) Shipping

It is possible to specify the User Office as the pickup location. Please arrange for yourself.

For various courier services, please pack the package you want to send, attach the delivery slip and bring it to the Users Office with the shipping cost in cash or stamps. A voucher or advance payment voucher would be handed out if it is in stock at Users Office.

In front of the main gate, there is the post-Genken post office (Genkenmae Yubin Kyoku).

<https://map.japanpost.jp/p/search/dtl/300106357000/>

(Mail, courier, stamp)

There is also a courier reception desk at Seven-Eleven.

<https://www.sej.co.jp/services/delivery.html>

(Courier, stamp, postcard)