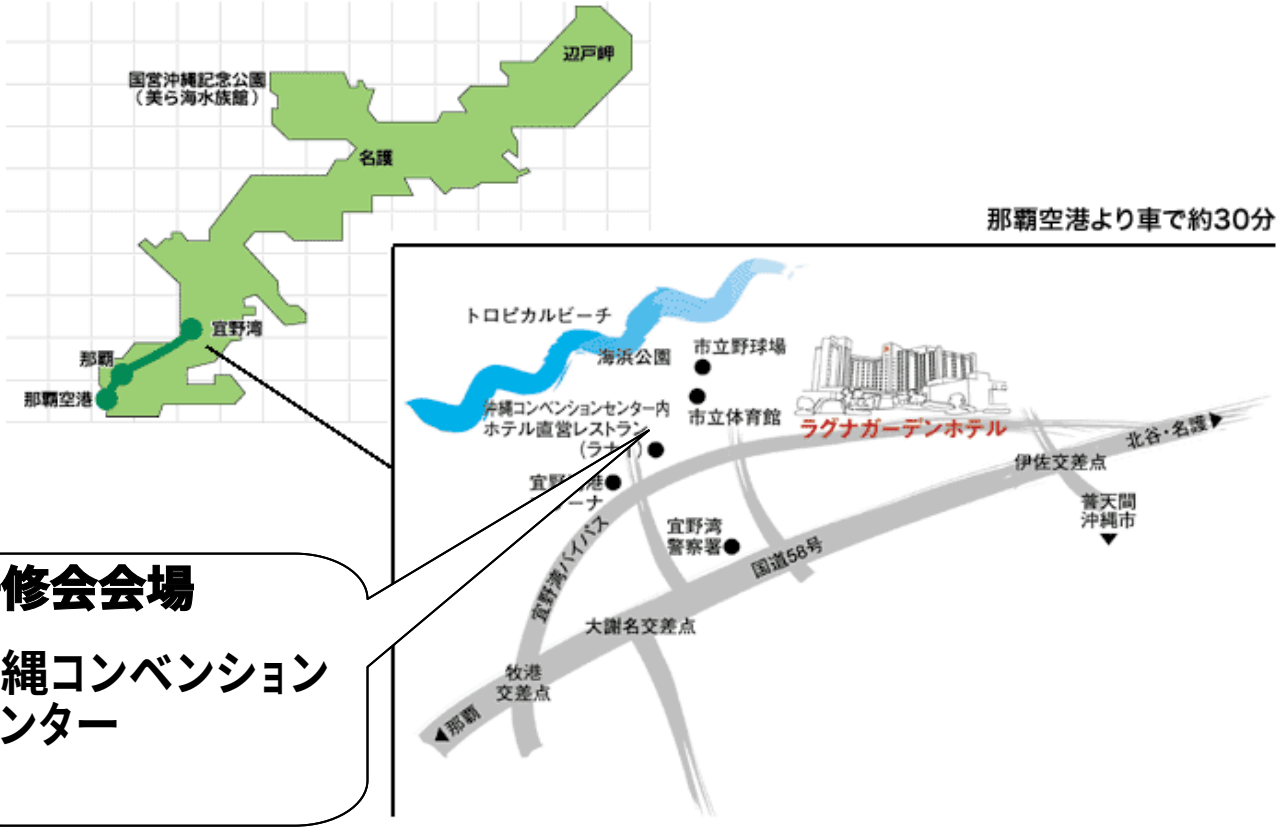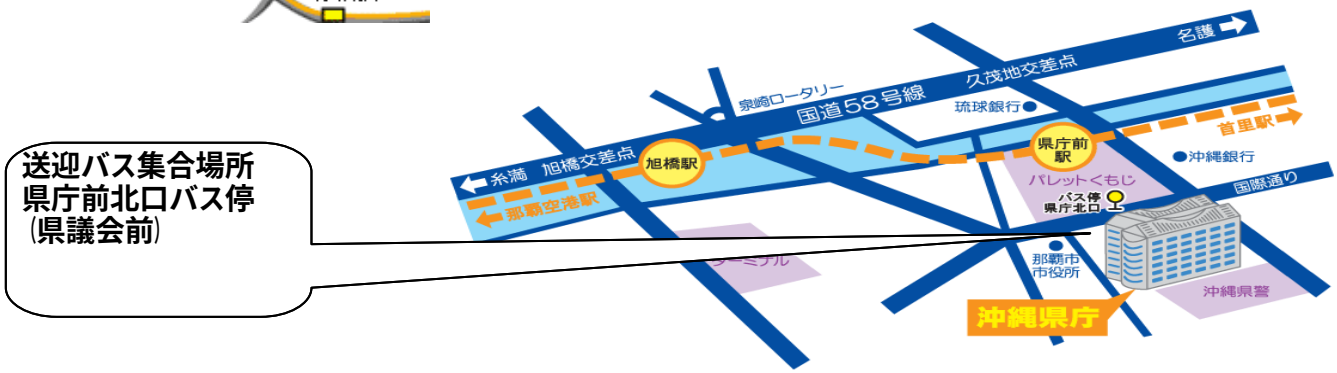研修会会場・ホテルの案内図・送迎バス集合場所