

**2010**

***PACIFIC NW  
SPORTSMEN'S SHOW***

**EXHIBITOR'S MANUAL**



**FEBRUARY 10 - 14, 2010**

**PORTLAND EXPO CENTER**

BRIEFLY WRITTEN TO ADVISE YOU OF YOUR RIGHTS,  
RESTRICTIONS AND REQUIREMENTS. PLEASE READ  
CAREFULLY AND SAVE FOR FUTURE REFERENCE.

# 2010 PACIFIC NW SPORTSMEN'S SHOW

FEBRUARY, 10 - 14, 2010

PORTLAND EXPO CENTER  
2060 NORTH MARINE DRIVE  
PORTLAND, OREGON 97217  
503-736-5200

## SHOW HOURS:

WEDNESDAY, FEBRUARY 10TH	11:00 AM	TO	9:00 PM
THURSDAY, FEBRUARY 11TH	11:00 AM	TO	9:00 PM
FRIDAY, FEBRUARY 12TH	11:00 AM	TO	9:00 PM
SATURDAY, FEBRUARY 13TH	10:00 AM	TO	8:00 PM
SUNDAY, FEBRUARY 14TH	10:00 AM	TO	6:00 PM

## PRODUCED BY:

O'LOUGHLIN TRADE SHOWS  
PO BOX 80750  
PORTLAND, OREGON 97280-1750

PHONE: 503-246-8291  
FAX: 503-246-1066

## WEBSITE:

[www.otshows.com](http://www.otshows.com)

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# **SHOW PREPARATION**

## **SCHEDULE**

### **FINAL PAYMENT.....DECEMBER 10TH**

Final Payment is due on or before December 10, 2009. Your Exhibitor Credentials will not be given out until payment has been received in full.

### **MOVE-IN DAYS.....MONDAY, FEBRUARY 8TH & TUESDAY, FEBRUARY 9TH**

Move-in will be from 12:00 Noon to 8:00 pm Monday, February 8TH and from 8:00 am to 8:00 pm Tuesday, February 9TH. All exhibits **MUST** be in place no later than 8:00 pm on Tuesday, February 9TH. No vehicular traffic will be allowed in the building after that time. There will be no placing, moving, altering or dismantling of a display after 10:00 am on Wednesday, February 10TH. If you cannot adhere to this schedule, please contact Show Management immediately.

If you have an item of display that requires special handling due to size, weight, etc. and feel there will be problems during your move-in, please contact Show Management now. The show does not supply hand-trucks, dollies, brooms, or vacuums.

All boats must be completely drained outside. No boats are allowed in the building with water in them.

**Pets** are not allowed in the building. City ordinance prohibits any pets being loose in the Expo Center unless they are part of a show display. Please do not bring children to move-in or move-out, as you are personally responsible if they are injured or if they damage another person's property.

**The Expo Center and Show Office will be open during show days, ONE (1) hour prior to the public hours.** Electrical power will be turned on at that time. If you have a circumstance that requires admittance at an earlier time, you **MUST** obtain special permission by stopping by the Show Office before closing the night before. To enter the building before public show hours, come through the Exhibitor's Entrance located at the Hall D Ticket Seller Window.

### **FORK LIFT SERVICES**

**ATTENTION EXHIBITORS: O'LOUGHLIN TRADE SHOWS DOES NOT PROVIDE FORKLIFT SERVICES FOR MOVE IN AND MOVE OUT. DUE TO INSURANCE POLICIES ALONG WITH THE FACILITY REQUIREMENTS ALL FORKLIFT SERVICE MUST BE CONTRACTED THROUGH THE SHOW DECORATOR, DWA TRADE SHOW AND EXPOSITION SERVICES 503-228-6800.**

### **SHOW OFFICE**

The Show Office is located at the entrance of Hall D and the telephone number will be **503-736-5247** effective Monday, February 8TH. The Show Office hours are 8:00 am to 9:00 pm daily during the week of the show. The Show Office **WILL NOT PAGE** any individual or company **DURING PUBLIC SHOW HOURS**. There are no office supplies, fax machine, copy machine, stationery, cleaning equipment, etc. available at the Show Office.

## ORDERING SHOW SERVICES

### DECORATOR

The Show will be using blue and white drapes in D & E Hall and Red and White in A, B & C Hall. If you would like special colored drapes other than those furnished by Show Management, a charge will be made to you by the Decorator. **The Show Decorator is DWA Trade Show & Exposition Services. You may contact them at 503-228-6800** for rental of carpets, furniture, sign-making, and cleaning of displays. We have also enclosed a form for your convenience. Please be advised, if not ordered in advance, services and equipment will be subject to “floor order” rates.

### ELECTRICIAN

Each booth and bulk space is furnished with one (1) fused 120 volt duplex receptacle outlet of up to 5amps capacity without charge. **For additional electrical requirements, contact Hollywood Lights at 503-232-9001 or complete the enclosed form in the DWA Decorator manual.** If not ordered in advance, services and equipment will be subject to “floor order rate”.

### AUDIO – VISUAL

**For any additional Audio or Visual needs please contact Audio Visions Plus @ 541-312-6464** or complete the enclosed Audio Vision Plus service order form.

### TELEPHONES

The Expo Center will install individual message business telephones if you desire. **To inquire, please call 503-736-5200 or see the enclosed order form in the DWA Decorator manual.** Your order must be placed **15 DAYS IN ADVANCE** of the show. We would appreciate it if you would advise the Show Office of your exhibit telephone number so we may forward any calls that come in for you.

### EXHIBITOR COPY CENTER - D101

**Bear Printing** will provide copy machines and related services. The copy center will be located in room D-101 in the D Hall lobby. The phone number for Bear Printing is 503-244-4738 if you have questions or wish to pre-order services. The Exhibitor Copy Center can be reached at 503-516-1803 and will be open each day 1 half hour prior to the show opening.

### HOTELS

“The Host Hotels”

The Portlander Inn  
10650 N. Vancouver Way  
Portland, Oregon 97217  
503-283-1111 ext. 8501      503-735-1818

Courtyard by Marriott  
1231 N. Anchor Way  
Portland, Oregon 97217

Inn at the Meadows – Best Western  
1215 North Hayden Meadows Dr  
Portland, Oregon 97217  
503-286-9600      503-735-1818

Fairfield Inn  
1200 N. Anchor Way  
Portland, Oregon 97217

Oxford Suites  
12226 N. Jantzen Drive  
Portland, Oregon 97217  
503-283-3030

Days Inn  
9930 N Whitaker  
Portland, Oregon 97217  
503-289-1800

At the back of the manual we are including a list of other area hotels for your convenience. Please register under the Pacific NW Sportsmen’s Show. Make your reservations **EARLY**.

## **EXHIBITOR INSURANCE**

As per the Terms and Conditions, part of the contract states that each exhibitor shall secure and maintain liability Insurance. (See item 20 on the back of your contract) Shahinian Insurance Services Inc., is pleased to offer the exhibitors/vendors discounted exhibitor liability coverage while participating in any of the O'Loughlin Sportsmen's Shows events. This program is affordable and easy to purchase. To expedite coverage, please call Shahinian Insurance Inc., at 800-457-2231 or complete the enclosed form.

## **EXHIBITOR PASSES and TICKETS**

### **EXHIBITOR CREDENTIALS**

The Exhibitor Credentials booklet provides an entry pass that allows the Exhibitor to enter the building **ONCE EACH DAY**. The Gate attendant will remove the stub on your pass when you enter the building. If you wish to leave the building and then return, you **MUST** have the doorman stamp your hand upon leaving. This stamp will be your re-entry ticket. If Exhibitor Credentials are used by persons other than those immediately connected with staffing of exhibits, they will be withdrawn.

This system does not only minimize the abuse of entry passes by unauthorized users, but it will also be easier for you to distribute entry passes to your employees. Just remove the appropriate pass from your Exhibitor Credential booklet and give it to the people that are working your booth. **NOTE THAT THE PASSES ARE DATED AND COLORED**. Be sure you are giving the right pass to the right person for the right day.

We **DO NOT** mail Exhibitor Credentials. The Exhibitor Credential booklets may be picked up at the Show Office between 9:00 am and 6:00 pm during move in. The following number of booklets will be issued: The first 10' X 10' booth space receive five (5) Exhibitor Credential booklets, each containing five (5) passes will be issued and one (1) additional booklet for each 200 square feet of space will be given thereafter. **Exhibitor Credentials will not be issued until your space is paid in full!**

### **NEW FOR 2010**

### **ORGANIZATIONS, ASSOCIATIONS AND NON-PROFITS**

**STARTING WITH THE 2010 SHOW SEASON, O'LOUGHLIN TRADE SHOWS WILL NO LONGER MAIL PASSES. A LIST OF THE STAFF WORKING YOUR BOOTH MUST BE BROKEN DOWN BY DAY. NO MORE THAN 6 PEOPLE PER DAY! ID WILL BE REQUIRED FOR ENTRANCE TO THE SHOW AT THE WILL CALL BOOTH IN D HALL. THIS LIST MUST BE SUBMITTED TO THE SHOW OFFICE OR YOUR SALES REP. DURING REGULAR MOVE-IN HOURS BEFORE THE OPENING DAY OR MAILED TO OUR OFFICE PRIOR TO THE SHOW.**

### **WILL CALL INSTRUCTIONS**

1. Passes/tickets must be placed in a sealed envelope that you have furnished. No loose passes or tickets will be accepted.
2. Each envelope is for a single pick-up and **All** contents will be given to the person requesting the envelope.
3. The person's name **AND** company who is to receive the passes/tickets is to be **PRINTED** on the envelope.
4. No passes/tickets will be held in the Show Office after move-in. You are entirely responsible for their distribution. The Show Management will not be responsible for passes/tickets once they have been picked up and signed for.
5. Will Call is located at the **Hall D Ticket Seller Window** and is open one (1) hour prior to Show opening.

## “BE MY GUEST TICKETS”

You, the exhibitor, may purchase these tickets for use when an interested customer would like to return to your display to further discuss your products, services, etc. The tickets are available at the Show Office all show days for a purchase price of **\$5.00 each**. **These purchased tickets may be used at all of our Sportsmen’s Shows in 2010.** – **NO REFUNDS.**

## PARKING

### EXHIBITOR PARKING

#### ATTENTION ALL EXHIBITORS :

Due to parking limitations at the Portland Expo Center, Show Management is **REQUIRING ALL EXHIBITORS** to park offsite at Portland Meadows (I-5, Exit 306B) **see map, page 12**. Parking permits may be purchased in front of the Show Office in Hall D, during Move-In, Monday February 8TH, from 12 p.m. to 6 p.m., Tuesday February 9TH, from 8 a.m. to 6 p.m. and Wednesday February 10TH, from 8 a.m. to 11 a.m. If you miss these times you must purchase this pass through Metro Auto Park at the Portland Meadows lot only. The cost to the Exhibitor is \$25.00 for a single 10' x 20' space for the duration of this five-day event. **(THIS PRICE IS SUBJECT TO CHANGE)** This **permit** entitles you to park in the Portland Meadows Park parking lot only and **NOT** the Portland Expo Center Parking Lots. There will be a **FREE Shuttle Service** provided to transport exhibitors to and from the Expo Center each day of the show. The limited parking at the Expo Center should be left for your attendees.

Payment for the permit may be purchased by cash or check. Please make checks payable to “Metro Auto Park”.

### EXHIBITOR SHUTTLE SERVICE

Exhibitor parking will be available on Wednesday, Thursday, Friday, Saturday and Sunday during the show. The parking service is provided by Metro Auto Park and is located at Portland Meadows (I-5, Exit 306B). Without the parking pass, the cost to park is \$6.00 per day. A **FREE** shuttle will transport you to and from the show starting (1) hour prior to show opening. At the conclusion of the show day, the shuttle will run for a half (1/2) hour past show closure.

Example:	Wednesday Show Hours	11:00am to 9:00 pm
	Shuttle Hours	10:00am to 9:30 pm

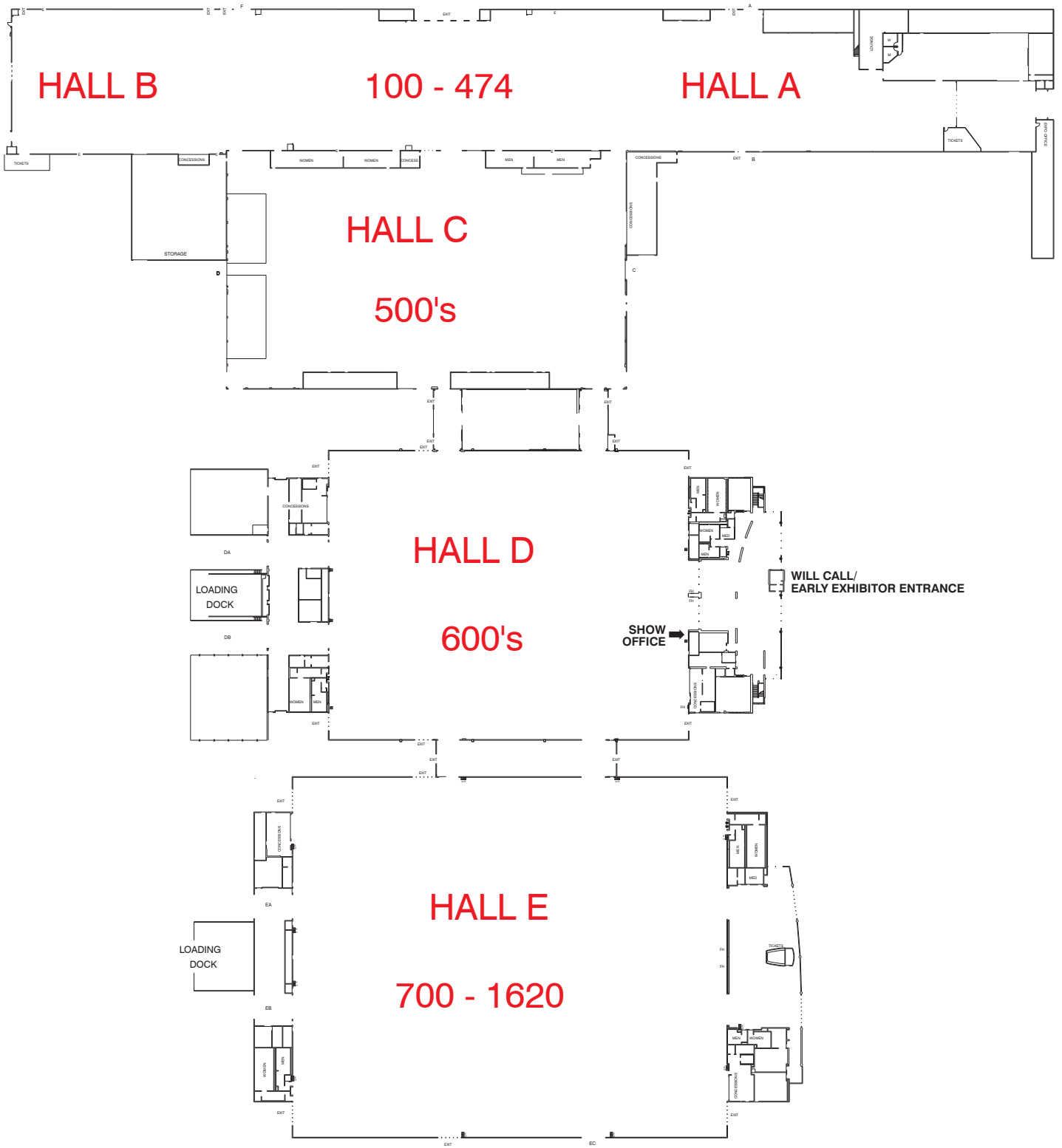
### TRAILER PARKING

There will be **UNSECURED** trailer parking in the Portland Meadows parking lot. This permit must be purchased through Metro Auto Park and the cost is \$6.00 per day for the parking space.

### OVERNIGHT PARKING

Overnight parking permits for Exhibitors are available at Portland Meadows. This permit must be purchased through Metro Auto Park. The cost of the overnight permit is \$50.00 and is valid for the duration of this five-day event.

There are **NO** utilities furnished, **ALL** units must be self-contained, and there is **NO** security in this lot. This applies to all vehicles being left on the premises overnight. Management will not be responsible for anything left in the lot. If you have any questions, please call **Metro Auto Park @ 503-223-9359**.



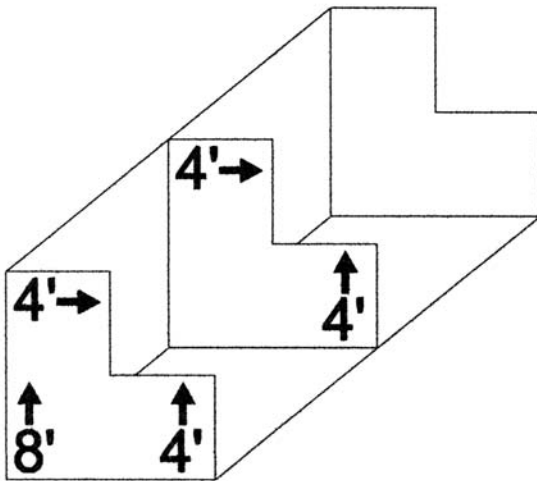
## EXHIBITS

### EXHIBITOR SPECIFICATIONS

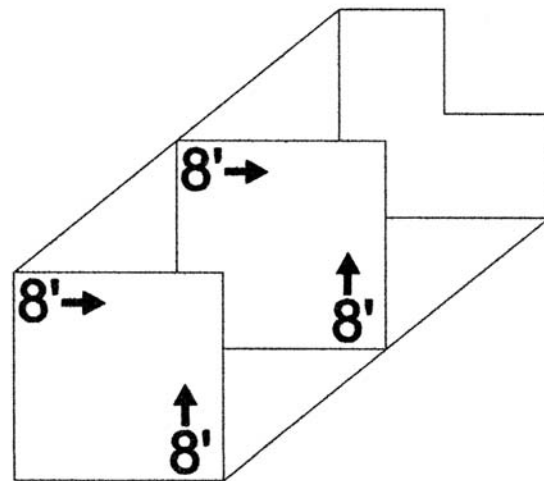
#### BOOTH SPACE

Standard booths are 10' X 10' (unless otherwise specified) and are furnished with one (1) 500-watt electrical outlet, cloth drapes on aluminum bars that are 8' high in back with 3' high sides. The total height at the rear must not exceed 10' **INCLUDING** signage without permission of Show management.

## Exhibitor Display Policy



**CORRECT  
SET-UP**



**INCORRECT  
SET-UP**

When constructing a booth, be sure that any part showing into your neighbor's booth looks professional. Any portion of your booth that looks unfinished will have to be fixed or Show Management will have the Decorator fix it at your expense. All guard rails, platforms, stairs, etc. must be constructed well enough to prevent injury to show patrons. This includes rails that visitors, especially children, cannot fall through, stairs that have proper riser heights, platforms strong enough to correctly support weight of visitors, and carpeting taped down so that no one will trip.

#### BULK SPACE

No space dividers or drapes are furnished.

#### PROPER AISLE FLOW

The aisles are property of the Show Management, and must be free for easy flow of traffic throughout the entire show. Aisles must not be obstructed at any time.

#### SOUND

Noise level from any demonstrations or sound systems **MUST BE KEPT TO A MINIMUM**. Under **NO** circumstances will the following be allowed in the show: megaphones, loud speakers, microphones, side show tactics, or undignified methods of attracting attention. All sound systems and demonstrations **MUST BE** strictly approved by Show Management prior to the Show. **NO EXCEPTIONS!!!**

#### SIGNAGE

No signs are to be hung over the aisles as they are the property of the Show Management.

## **EXHIBITOR RE-STOCK and EARLY ADMITTANCE**

If you need to re-stock your booth or to be present at your booth prior to show time, the exhibitor early admittance begins ONE (1) hour prior to show time on a daily basis. Also, you must sign the early admittance list the night before at the show office if an earlier entry time is needed.

## **MERCHANDISE REMOVAL**

If you are selling items that are to be hand carried, please issue your customer a Bill of Sale. This will serve as proof of Ownership in the event he is questioned by a doorman.

## **PET CLEAN-UP**

If you are planning to be accompanied by your **DOG or PET**, please be responsible and so kind to clean-up waste discharged on the Expo Center grounds, **especially outside!** Thank You

## **ALTERNATIVE BOAT TRAILERS, CARGO TRAILERS, AND OTHER VEHICLE PARKING**

There is **NO PARKING** of empty boat trailers, cargo trailers, or any other transport equipment vehicle at the **East end** of the lower Expo Center parking lot for the Exhibitors storage. There is a parking area behind the Expo Center for these needs. **Please make arrangements ahead of time for alternative parking or storage for the boat trailers!** Thank You.

# **FACILITY**

## **RECEIPT OF EXHIBITS**

Shipments will be received at the Expo Center from 8:00 am to 4:00 pm **Monday, February 8TH and Tuesday, February 9TH**. Shipments **MUST** be addressed as follows:

Exhibitor's Name and Booth Number  
2010 Pacific Northwest Sportsmen's Show  
C/O DWA Trade Show and Expo Services  
2060 N. Marine Drive  
Portland, OR 97217

**All shipments MUST BE PREPAID:** You must be present when shipment is received to avoid additional charges. Show Management will not receive or be responsible for shipments. For details, see Freight Handling charges in decorator Exhibitor Order Forms.

### **Important Note:**

- 1. There is a freight handling charge for the above unless you, the exhibitor, sign for and are responsible for your shipment when it arrives at the freight door. (For freight handling charges, see enclosed decorator packet). If your freight requires a forklift you must make prior arrangements with the show decorator, DWA.**
- 2. Shipments will be refused if they are not consigned to DWA or if the exhibitor is not at the freight door to receive them. In this case, the exhibitor will need to make arrangements for redelivery.**

## **DISCARDED PALLETS**

The Portland Expo Center **will not discard** pallets you want to leave behind. You are responsible for your pallets and will be charged \$5.00 for each pallet left behind in your exhibit space.

## **SWEEPING**

The Expo Center's crew will sweep the building at 9:00 am on opening day, February 10TH. It is mandatory that all packing cases or boxes be removed and vitally important you observe this "clean up" deadline as debris not ready for removal by this hour will be picked up at your expense.

Neither the Expo Center nor the Show Management have brooms or vacuum cleaners available.

## **SMOKING**

No smoking is allowed in the Expo Center by law.

## **LIQUOR & FOOD**

In compliance with O'Loughlin Trade Shows license agreement with the Portland Exposition Center, Section 8.b) "The MERC Commission's food – beverage and catering service contractor, ARAMARK/Giacometti, is solely authorized to provide all food – beverage and catering services to all events with the Expo Center. ARAMARK'S manager **must approve all exhibitor or Licensee requests** for the sampling or sale of products distributed from exhibit booths or any areas within the Expo Center. Exhibitors having the need or desire to distribute food or beverage samples shall order these items from ARAMARK.

- As a reminder, no food or beverages or any kind may be brought into the Expo Center without prior expressed written consent of ARAMARK. This includes coolers, meals, snacks and especially alcohol.
- Sampling of food or beverages must also be pre-approved by ARAMARK and served in predetermined sample sizes. All approved sampling must be relevant to the particular show and the exhibitors business.
- For those exhibitors wishing to sell food or beverage items, **YOU MUST CONTACT ARAMARK PRIOR TO THE EVENT.** A subcontracting agreement will then be forwarded to you requiring a percentage of sales going to ARAMARK, insurance, indemnification, pricing and payment terms.

Please contact ARAMARK if you have any questions or if they can be of further service to you at **(503)736-5230**.

## **MUSIC**

You must not play music in any form without the proper license of copyrighted music. You, the exhibitor, shall protect, defend, indemnify and hold harmless the Show Management and Expo Center from and against any and all claims, damages, losses and expenses including attorney fees arising out of or resulting from performance of live or recorded music or other copyrighted works with the exhibit, or the offices, contractors, licenses, agents, employees, guest(s), invitees, or visitors of Exhibitors.

## **STORAGE**

You are expected to arrange for storage of empty crates off premises at your own expense. Fire Marshal's regulations prohibit the storage of boxes, crates, packing materials, etc. and not more than one day's supply of literature in your display. The Show Decorator, DWA, can provide storage

## **SOUVENIRS**

The Show Management requests that you do not distribute yardsticks or other items in that category in order to avoid possible injury. Due to building regulations, **no helium inflated balloons nor gummed stickers are allowed in the building.**

## **WATCHMEN**

The Show Management will provide necessary watchmen during the life of the Show. No other persons will be permitted in the building after the closing hour. Show Management and the Expo Center cannot guarantee against loss of any nature. (See your insurance policy). Be sure to pack away or take with you small and valuable items each night.

## **LIABILITY**

You are solely responsible for the space you have leased. Please read the **TERMS AND CONDITIONS** on the back of your contract. You have agreed to reimburse the Expo Center for any damage to the floors, walls, or equipment occurring in the space you have leased. Automobiles, trucks and similar conveyance shall have a drip pan or protective material under them to safeguard the floor from dirt, oil, stains, etc. All matters not covered in these conditions are subject to the decision of the Show Management.

**NOTE: NO SPRAYS ON TIRES – IT MAKES THE FLOORS SLIPPERY AND IS A LIABILITY!**

## **DISCHARGE OF WASTE**

As of April 27, 2000 the office of the Portland Metropolitan Exposition Center has been formally notified by the City of Portland, Bureau of Environmental Services, that it is a Class I violation of Oregon Administrative Rule 340-45-015(1)(a) to discharge wastes, in the form of wastewater, into waters of the state. The catch basins located in the paved portions of the Expo Center grounds drain through storm sewer lines that discharge to adjacent wetland areas. Therefore, any wash water from washing activity flows to these wetlands, which are considered waters of the state.

Effectively immediately, therefore, the washing of any equipment or items, including but not limited to recreational vehicles, boats, passenger vehicles, trucks, machinery or any such items on Expo Center grounds is strictly **prohibited**. As an event participant, your compliance and cooperation of this notification is appreciated.

The Bureau and O'Loughlin Trade Shows further advises that feasible alternatives to this problem include having the items washed off-site at a wash station properly connected to a sanitary sewer. **Within one mile from the Expo Center – The Portlander Inn – Exit #307 offers a wash facility and sanitary sewer for washwater.** Several mobile wash contractors have the ability to recover the washwater for recycling or disposal to the sanitary sewer. If washwater is collected and disposal to the sanitary sewer is needed, please contact Expo Center Operations staff for a proper disposal location @ **503-736-5200**.

Staff of the Portland Expo Center and Show Management regret this operational necessity and any inconvenience it may cause your organization or event participants.

## **FIRST AID**

There will be an EMT on duty during regular public show hours. The first aid room is located in the Hall E Lobby. Please report ANY injuries immediately to the EMT or Show Management.

## **MAX LIGHT RAIL**

Light rail is now running to the Expo Center. This is a great way to avoid parking charges and/or waiting in line to park. To get to the Expo Center you take the Yellow Line. For more information log on to [www.trimet.org](http://www.trimet.org).

## **MOVE-OUT**

### **FORK LIFT SERVICES**

**PLEASE NOTE: O'LOUGHLIN TRADE SHOWS DOES NOT PROVIDE FORK LIFT SERVICES FOR MOVE IN OR MOVE OUT. DUE TO INSURANCE POLICIES ALONG WITH THE FACILITY REQUIREMENTS ALL FORK LIFT SERVICES MUST BE CONTRACTED THROUGH THE SHOW DECORATOR. PLEASE CONTACT: DWA TRADE SHOW & EXPOSITION SERVICES @ 503-228-6800.**

### **SPECIFICATIONS**

Exhibits cannot be disassembled or moved out until the show is over. The public pays to see an entire show. You may begin move-out at approximately 6:30 p.m. on Sunday, February 14TH.

Please do not bring children or pets to move-in or move-out, as you will be personally responsible if they are injured or if they damage another person's property.

No vehicles will be allowed in the building until the exhibitors in front of the roll up doors have cleared their display. Please be courteous and do not block the truck entrances. Your patience is appreciated as some displays must be removed before any vehicles and/or trailers come in the building.

**PLEASE NOTE: Due to time restrictions and building use, all exhibits must be removed in their entirety no later than Noon, Monday, February 15TH. NO EXCEPTION!!**

## **RV PARKS**

### **PORTLAND FAIRVIEW RV PARK**

21404 NE SANDY BLVD.  
FAIRVIEW, OREGON  
503-661-1047

### **JANTZEN BEACH RV PARK**

1503 NORTH HAYDEN ISLAND DRIVE  
PORTLAND, OREGON  
503-289-7626

## **ADDITIONAL HOTEL INFORMATION**

### **DOUBLE TREE INN – JANTZEN BEACH**

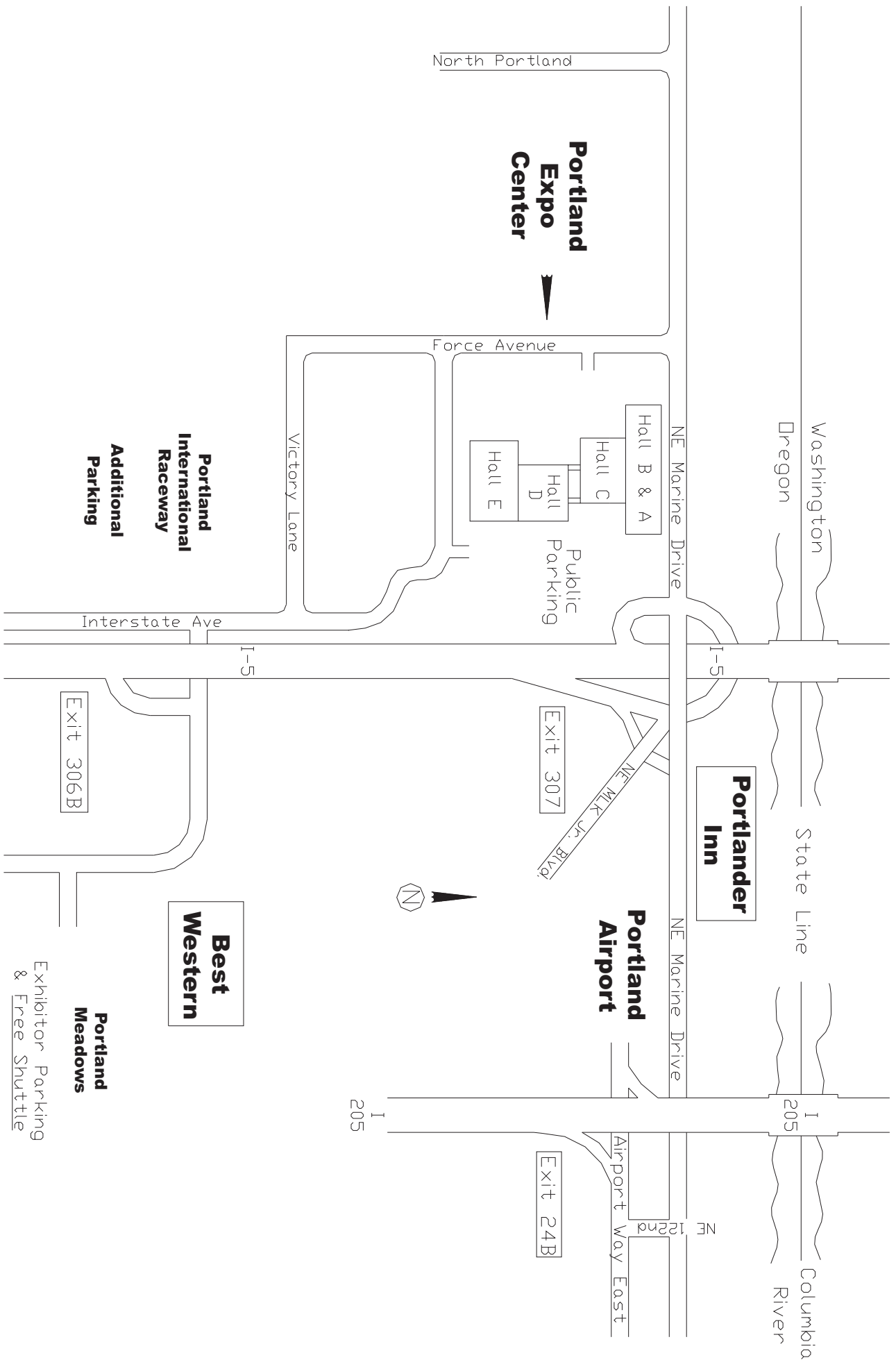
1401 NORTH HAYDEN ISLAND DRIVE  
PORTLAND, OREGON  
503/283-2111

### **DOUBLE TREE INN – COLUMBIA RIVER**

909 NORTH HAYDEN ISLAND DRIVE  
PORTLAND, OREGON  
503/283-4466

### **MOTEL 6**

**NORTH PORTLAND**  
1125 N SCHMEER ROAD  
PORTLAND, OR 97217  
503/247-3700



## LOCAL SERVICES

This is a list of services closest to the Portland Expo Center which is located at 2060 N Marine Drive, Portland, OR 97217 - 503-736-5200

### **BANKS**

Wells Fargo	12240 N Jantzen Dr	503/289-7156
Bank of America	805 Broadway St, Vancouver	360/696-5651
US Bank	1445 N Hayden Island Dr	503/283-9747
Washington Mutual	1205 Broadway, Vancouver	360/750-3010

### **WESTERN UNION**

11919 N Jantzen Ave	503/247-7980
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### **POST OFFICE**

1211 Daniels St, Vancouver	800/ASK-USPS
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### **COPIES**

There is a copy center inside the Expo Center provided by Bear Printing  
(Please go to the Show Office in Hall D for location)

Kinko's (Safeway)	11919 N Jantzen Ave	No Phone Number
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### **OFFICE SUPPLIES**

Staples	1760 Jantzen Beach Center	503/283-8686
Office Depot	1400 Jantzen Beach Center	503/283-1561

### **HARDWARE STORES**

Home Depot	1728 N Jantzen Beach Center	503/289-9200
Lowe's	1160 N Hayden Meadows Dr	503/737-3000

### **EMERGENCY MEDICAL SERVICES**

Emanuel Hospital	2801 N Gantenbein Ave	503/413-4161
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### **ADDITIONAL HOTELS AND RV PARKS**

Double Tree - Jantzen Beach	1401 N Hayden Is Dr	503/283-2111
Double Tree - Columbia	909 N Hayden Is Dr	503/283-4466
Motel 6	1125 N Schmeer Rd	503/247-3700
Jantzen Beach RV Park	1503 N Hayden Is Dr	503-289-7626
Portland Fairview RV Park	21404 NE Sandy Blvd	503/661-1047

## **FIRE MARSHAL REGULATIONS**

1. Each vehicle fuel tank shall not be more than one-quarter full and shall be equipped with a locking gas cap or taped to preclude viewers' inspection. Gasoline shall not be drained from, or added to, any vehicle located inside.
2. Battery cables shall be disconnected and taped or the cables or batteries removed.
3. The exhibit arrangement shall allow ample passageway in the direction of all exits. No exits shall be obstructed, locked, barred or otherwise impaired.
4. Exhibitors of motor vehicles which are fueled or which have at any time been fueled shall provide their allocated exhibit spaces with one 2A:10BC Fire Extinguisher. The fire extinguisher as required above shall be conspicuously displayed in the exhibit space and shall bear the tag of the authorized servicing firm. The date on the servicing tag shall be current within one year.
5. Any exhibitors displaying campers or other vehicles equipped with liquefied petroleum gas containers (propane cylinders) shall have such containers reduced to atmospheric pressure BEFORE bringing them in the building. CHARGED CONTAINERS HAVING EVER CONTAINED FUEL WILL NOT BE PERMITTED. Any such camper vehicle with a gasoline stove must have such stove completely emptied and reduced to atmospheric pressure prior to display. Demonstrations of stoves, lights or other camping appliances energized with LP gas, gasoline, kerosene or alcohol will not be authorized.
6. Decorative materials shall be effectively flame proofed or of a type acceptable to the Fire Prevention Division.
7. Signs, banners, decorative or other materials or devices SHALL NOT BE SUSPENDED FROM SPRINKLER PIPING.
8. Exhibitors shall remove all packing materials, including crates and other combustibles not essential to their display.
9. Portable space heaters of any type (cord-connected electric, gasoline, propane, alcohol, etc.) are not to be used.