

OREGON

Oregon
Convention
Center

Living
Our

GO

RENTAL RATES

July 2020-June 2023

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EXHIBIT HALLS

2020-2023

EXHIBIT HALLS	GROSS SQUARE FEET	NET SQUARE FOOT RENTAL PER DAY	MINIMUM DAILY RENTAL	DAILY MOVE-IN/OUT RENTAL
A, B or E	30,000	37¢	\$4,350	\$2,175
A-A1 or A1-B	60,000	37¢	\$8,700	\$4,350
C or D	61,000	37¢	\$8,850	\$4,425
A-A1-B	90,000	37¢	\$13,100	\$6,550
B-C or D-E	93,000	37¢	\$13,500	\$6,750
A1-B-C	124,000	37¢	\$18,000	\$9,000
C-D	130,000	37¢	\$18,850	\$9,425
A-A1-B-C	155,000	37¢	\$22,450	\$11,225
B-C-D or C-D-E	162,000	37¢	\$23,500	\$11,750
B-C-D-E or A1-B-C-D	195,000	37¢	\$28,200	\$14,100
A-A1-B-C-D	222,000	37¢	\$32,200	\$16,100
A1-B-C-D-E	225,000	37¢	\$32,200	\$16,100
A-A1-B-C-D-E	255,000	37¢	\$36,900	\$18,450

NET SQUARE FEET

- Net square feet is defined as total display area less aisle space and food service areas. Aisle space shall be a minimum of ten (10) feet in width with floor plans approved by the Fire Marshal. When OCC's catering contractor is permitted by the convention or trade show to provide an area for food service within the gross exhibit floor area, the space so used will not be computed as part of the square footage occupied by Licensee.
- Licensee can deduct 1% of the maximum gross square footage from the net square foot total, for non-revenue generating booths.

TICKETED EVENTS

- The stated rental rates are based on a minimum daily charge for each exhibit hall and ballroom or fifteen percent (15%) of gross box office receipts after applicable taxes or ticket charges, whichever is greater, per day.
- All ticketed events shall use OCC Box Office and authorized ticket agents only.
- All seated public events are subject to a six percent (6%) user's fee charge for each admission or ticket sold.
- OCC Ticket/Box Office Policies apply to all ticketed events

RENTAL RATES

- An Exhibit Hall Set-up fee shall be charged for non-food functions in the Exhibit Hall including but not limited to general session sets, theater sets, classroom sets that require chair and table setup and removal.
- Lobby space used as an exhibit area shall be charged the minimum daily rate or thirty-four cents (\$.34) per net square foot, whichever is greater, per day.
- Meeting room space, if not used for exhibits, shall be provided at no charge based upon availability and will be directly proportionate to the amount of exhibit hall space rented. Space provided will not exceed three (3) rooms per 30,000 sq. ft. and will be equivalent to the number of exhibit show days. Complimentary rooms shall be allocated by OCC and will not include ballroom space.
- Complimentary Exhibit Hall move-in/out time is computed on a one-for-one basis with show days for a maximum of two (2) days, subject to availability. After two (2) days, the rate is one-half the daily rental fee for exhibit hall per day.

SERVICES INCLUDED

- Space in the pre-function area, to be used for Registration purposes only, shall be provided to the Licensee at no additional charge based upon availability and assigned by OCC.
- The in-house public address system (in hall only) is complimentary with one (1) standard wired microphone and lectern available upon request and within the limits and availability of OCC inventory.
- Skirted stage (32'x16'x variable heights per 30,000 sf) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat/air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.

BALLROOMS

2020-2023

OREGON BALLROOM SECTIONS 201 THRU 204	GROSS SQUARE FEET	DAILY RENTAL	DAILY MOVE-IN/OUT RENTAL
201, 202, 203 or 204	6,300	\$2,250	\$1,125
201 & 202 or 202 & 203 or 203 & 204	12,600	\$4,500	\$2,250
201, 202 & 203 or 202, 203 & 204	18,900	\$6,750	\$3,375
201, 202, 203 & 204	25,200	\$9,000	\$4,500

PORTLAND BALLROOM SECTIONS 251 THRU 258	GROSS SQUARE FEET	DAILY RENTAL	DAILY MOVE-IN/OUT RENTAL
251 or 256	4,000	\$1,475	\$738
253, 254, 257 or 258	4,200	\$1,525	\$763
252 or 255	4,700	\$1,625	\$813
251 & 258 or 256 & 257	8,200	\$3,000	\$1,500
253 & 254 or 253 & 258 or 254 & 257	8,400	\$3,050	\$1,525
251 & 252 or 255 & 256	8,700	\$3,100	\$1,550
252 & 253 or 254 & 255	8,900	\$3,150	\$1,575
251, 257 & 258 or 256, 257 & 258	12,400	\$4,525	\$2,263
252, 253 & 254 or 253, 254 & 255	13,100	\$4,675	\$2,338
251, 256, 257 & 258	16,400	\$6,000	\$3,000
253, 254, 257 & 258	16,800	\$6,100	\$3,050
251, 252, 253 & 258 or 254, 255, 256 & 257	17,100	\$6,150	\$3,075
252, 253, 254 & 255	17,800	\$6,300	\$3,150
251, 252, 253, 254, 257 & 258	25,500	\$9,200	\$4,600
253, 254, 255, 256, 257 & 258	25,500	\$9,200	\$4,600
251, 252, 253, 254, 255, 256, 257 & 258	34,200	\$12,300	\$6,150

SERVICES INCLUDED

- The in-house public address system (in ballroom only) is complimentary with one (1) standard wired microphone and lectern available upon request and within the limits and availability of OCC inventory.
- Skirted stage (12'x16' variable heights per ballroom section) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat/air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

MEETING ROOMS

2020-2023

A SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
A101	\$100	263	20	15	10	n/a
A102	\$100	165	15	8	10	n/a
A103	\$264	621	60	30	30	24
A104	\$319	756	70	40	40	30
A105	\$792	1,874	170	100	90	60
A106	\$946	2,231	220	125	120	66
A107	\$352	826	85	50	40	34
A108	\$319	737	80	40	40	34
A109	\$330	783	80	40	40	34
A103 -104	\$583	1,377	110	65	70	48
A105 -106	\$1,738	4,105	460	255	240	106
A107-108	\$671	1,563	150	70	90	52
A107-108-109	\$1,001	2,346	240	120	150	74
A108 -109	\$649	1,520	150	70	90	52

A SERIES TOTAL RENTAL: \$3,520 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18' except for rooms A101 and A102 (9'2").

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

B SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
B110	\$330	783	80	40	40	34
B111	\$319	737	70	40	40	34
B112	\$396	937	105	50	50	34
B113	\$704	1,665	170	100	90	58
B114	\$495	1,170	140	75	60	46
B115	\$495	1,170	140	75	60	46
B116	\$704	1,665	170	100	90	58
B117	\$396	937	105	50	50	34
B118	\$319	737	70	40	40	34
B119	\$330	783	80	40	40	34
B110-111	\$649	1,520	150	70	90	52
B110-111-112	\$1,045	2,457	270	130	150	74
B111-112	\$715	1,674	165	80	100	56
B113-114	\$1,199	2,835	340	160	150	84
B113-114-115	\$1,694	4,005	480	240	210	110
B113-114-115-116	\$2,398	5,670	700	350	300	148
B114-115	\$990	2,340	260	140	120	70
B114-115-116	\$1,694	4,005	480	240	210	110
B115-116	\$1,199	2,835	340	160	150	84
B117-118	\$715	1,674	165	80	100	56
B117-118-119	\$1,045	2,457	270	130	150	74
B118-119	\$649	1,520	150	70	90	52

B SERIES TOTAL RENTAL: \$4,488 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18'.

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

C SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
C120	\$100	263	20	15	10	n/a
C121	\$100	165	15	8	10	n/a
C122	\$264	621	60	30	30	24
C123	\$319	756	70	40	40	30
C124	\$792	1,874	170	100	90	60
C125	\$946	2,231	220	125	120	66
C126	\$352	826	85	50	40	34
C127	\$319	737	80	40	40	34
C128	\$330	783	80	40	40	34
C125 -126	\$583	1,377	110	65	70	48
C123 -124	\$1,738	4,105	460	255	240	106
C121-122	\$671	1,563	150	70	90	52
C120-121-122	\$1,001	2,346	240	120	150	74
C120-121	\$649	1,520	150	70	90	52

C SERIES TOTAL RENTAL: \$3,520 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18' except for rooms C127 and C128 (9'2").

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

D SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
D133	\$341	811	85	40	40	30
D134	\$264	647	65	30	30	24
D135	\$594	1,386	140	70	70	46
D136	\$770	1,818	190	95	90	46
D137	\$418	983	100	50	50	36
D138	\$418	940	100	45	50	36
D139	\$418	958	100	50	50	36
D140	\$341	814	85	40	40	30
D133-134	\$605	1,458	150	70	75	48
D135-136	\$1,364	3,204	330	165	160	80
D137-138	\$836	1,923	200	100	100	48
D137-138-139	\$1,254	2,881	300	150	150	72
D137-138-139-140	\$1,595	3,695	380	190	190	92
D138-139	\$836	1,898	195	100	100	48
D138-139-140	\$1,177	2,712	285	140	140	66
D139-140	\$759	1,772	180	90	90	46

D SERIES TOTAL RENTAL: \$3564 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18'.

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

E SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
E141	\$506	1,212	125	60	60	40
E142	\$418	958	100	50	50	36
E143	\$418	940	100	45	50	36
E144	\$418	983	100	50	50	36
E145	\$770	1,818	190	95	90	46
E146	\$594	1,386	140	70	70	46
E147	\$264	647	65	30	30	24
E148	\$341	811	85	40	40	30
E141 - 142	\$924	2,170	225	110	110	54
E141 - 142 - 143	\$1,342	3,110	325	160	160	76
E141 - 142 - 143 - 144	\$1,760	4,093	430	210	210	100
E142 - 143	\$836	1,898	195	100	100	48
E142 - 143 - 144	\$1,254	2,881	300	150	150	72
E143 - 144	\$836	1,923	200	100	100	48
E145 - 146	\$1,364	3,204	330	165	160	80
E147 - 148	\$605	1,458	150	70	75	48

E SERIES TOTAL RENTAL: \$3,729 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18'.

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

F SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
F149	\$484	1,158	120	60	60	36
F150	\$803	1,875	195	100	90	46
F151	\$803	1,875	195	100	90	46
F152	\$484	1,158	120	60	60	36
F149 - 150	\$1,287	3,033	315	145	150	70
F149 - 150 - 151	\$2,090	4,908	515	225	250	104
F149 - 150 - 151 - 152	\$2,574	6,066	630	315	310	120
F150 - 151	\$1,606	3,750	390	195	190	92
F150 - 151 - 152	\$2,090	4,908	515	225	250	104
F151 - 152	\$1,287	3,033	315	145	150	70

F SERIES TOTAL RENTAL: \$2,574 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18'.

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

G SERIES

ROOM NUMBER	DAILY RENTAL	SQUARE FOOTAGE	THEATER STYLE CAPACITY	CLASSROOM STYLE CAPACITY	BANQUET STYLE CAPACITY	HOLLOW SQUARE CAPACITY
D129	\$330	760	70	30	30	30
D130	\$440	950	90	40	40	40
D131	\$517	1,228	120	60	60	40
D132	\$440	1,010	100	50	50	34
D129 - 130	\$770	1,710	150	70	70	70
D131 - 132	\$957	2,238	235	110	110	52

G SERIES TOTAL RENTAL: \$1727 PER DAY

The above listed capacities are approximate. Please contact Event Services for more information. Staging and A/V requests may reduce these capacities. Meeting Room ceiling height is 18'.

SERVICES INCLUDED

- In-house public address system (in meeting room only) is complimentary with one (1) standard wired microphone and lectern upon request and within the limits and availability of OCC inventory.
- Skirted stage (8'x12' variable heights) with necessary tables and chairs, within the limits and availability of OCC inventory.
- House lighting, ventilation, heat and/or air conditioning is provided during show hours. An adequate level of lighting and comfort will be maintained during move-in/out hours.
- One complimentary electrical service at the lectern, per meeting space, will be provided.
- Skirted and clothed registration tables with one complimentary electrical service, one complimentary phone line, and one basic wifi user account that provides internet access for up to four computers at any given time, if requested, are provided for your registration area.

PUBLIC AREAS & ANCILLARY SPACES

2020-2023

SPACE	GROSS SQUARE FEET	NET SQUARE FOOT RENTAL PER DAY	MINIMUM DAILY RENTAL
Holladay Lobby	9,000	37¢	\$350
Oregon Ballroom Lobby	14,000	37¢	\$520
Portland Ballroom Lobby	16,336	37¢	\$520
M.L. King Lobby	11,500	37¢	\$450
Ginkoberry Concourse	13,000	37¢	\$500
Holladay Suite (Living room space, main meeting room, 2 VIP boardrooms, 7 private meeting rooms, and private restroom)	4,096	N/A	\$1,400
VIP Suite B	1,670	N/A	\$400
VIP Suite D	1,200	N/A	\$400
Skyview Terrace	7,000	N/A	\$700
Pre-Function A & C Lobbies	10,000	37¢	\$370
Pre-Function D Lobby	10,000	37¢	\$370
Pre-Function E Lobby	13,000	37¢	\$500
A or C Series Meeting Room Lobbies	1,940	37¢	\$200
B Meeting Room Lobby	3,840	37¢	\$325
D or E Series Meeting Room Lobbies	2,525	37¢	\$250
F Meeting Room Lobby	10,220	37¢	\$370
North Plaza (Outside Oregon Ballroom Lobby)	18,000	N/A	\$1,650
Convention Center Plaza (Across the street on MLK Blvd.)	18,000	N/A	\$1,650
I-5 North Lot	70 Spaces	N/A	\$700
I-5 South Lot	50 Spaces	N/A	\$500
I-5 Exhibitor Lot	120 Spaces	N/A	\$1,200

PLEASE NOTE

Ancillary space utilized for exhibits will be charged at a .37 net sf rate per day.

SUPPLEMENTAL INFORMATION

2020-2023

EXHIBIT HALLS, BALLROOMS AND MEETING ROOMS

- Exhibit Hall, Ballroom and Meeting Room space shall be assigned by OCC Staff.
- A one-time room set shall be provided complimentary for the run of show in Ballroom and Meeting Room space as specified in the License Agreement. Any changes to the initial room set will be subject to a room turn fee. Event related equipment shall be provided within the limits and availability of OCC inventory and subject to additional charges.
- A one-time setup fee is charged in Exhibit Halls for non-food functions including but not limited to general session sets, theater sets, and class room sets that require chair and table setup and removal.
- Costs for requested changes, additional equipment, inventory outside of OCC, services and/or personnel (i.e. med tech, A/V labor, admissions and box office staff, etc.) shall be charged to the Licensee at the prevailing rate.
- Electrical service charges will apply for any outside equipment utilized by Licensee.
- Any exhibit/trade show set-up, labor or equipment (i.e. drayage, tables, chairs, etc.) needed for show shall be the responsibility of the Licensee to contract independently with decorator.
- Exhibit Halls, Ballrooms and Meeting Rooms shall only be used for purposes directly related to the licensed event.
- Contracted space shall not be assigned nor sublet to sponsors, affiliated groups or others by the Licensee.

INGRESS AND EGRESS

- Complimentary Exhibit Hall move-in/out time is computed on a one-for-one basis with show days for a maximum of two (2) days, subject to availability. After two (2) days, the rate is one-half the daily rental fee for exhibit hall per day.
- Ballroom move-in/out time is computed at half the daily rental fee for ballroom per day, subject to availability (no complimentary days).
- Meeting Room move-in/out time is computed at the full daily rental fee for meeting room per day, subject to availability (no half-day or complimentary days).

EVENT REQUIREMENTS AND STAFFING

- The OCC shall provide all event-related staff at the Licensee's expense. All event requirements must be approved by OCC management at least thirty (30) days prior to the beginning (first day) of the term of lease.
- A late fee may be imposed if Licensee does not submit all event information and requirements to OCC within thirty (30) days of the first move-in day or event day, whichever comes first.
- Licensee shall provide a minimum of \$2 million comprehensive general liability insurance to cover the licensed period.
- Events Department will provide up to three (3) CAD drawings at no charge. Additional drawings will be charged to the Licensee at the prevailing labor rate.

FOOD AND BEVERAGE

- All catering and concession needs are provided exclusively by OCC's catering contractor. Licensee cannot use any other food providers for their event requirements. No outside food is permitted on the premises.
- In addition to the Oregon Convention Center License Agreement a separate catering contract and deposit for food and beverage service is required 30 days in advance of the event.

OLCC

OCC's liquor license through the State of Oregon's Liquor Control Commission (OLCC) requires that five different "substantial food items" must be available whenever alcohol is being served. The OLCC defines "substantial food items" as "food items prepared or cooked on the licensed premises and that are typically served as a main course or entrée." If Licensee requests bar service for any event, it must request a minimum food order that meets the standard of five "substantial food items".

EXCLUSIVE SERVICES

- OCC exclusively provides Electrical, Telephone and all other utilities, Food and Beverage (catering and concessions), Parking, Medical Specialist, Coat Check Staff, Admissions Staff and Ticketing services at the prevailing rates for licensees, exhibitors and attendees who may utilize these services.
- Any security needed for show shall be the responsibility of the Licensee to contract only with OCC's preferred list of Security Providers who are allowed to work in the building.

PARKING

- Parking is available on a first-come, first-serve basis at the prevailing rate per space with no "in and out" privileges.
- Licensee may reserve a parking area for their exclusive use, during special events, based upon availability and on a first-come, first-served basis.