



Equipment, Services, and Labor Rates

July 2025 to June 2026

It's all happening here.

The Portland Expo Center (Expo) stands as a versatile event venue, offering over 330,000 square feet of space across multiple meeting rooms and five exhibit halls.

With advanced amenities, including high-capacity electrical systems, full rigging capabilities, ample parking, and access to public transit, Expo accommodates a diverse range of events, from large-scale consumer shows to intimate gatherings. Whether hosting a trade show, sporting event, or corporate meeting, Expo delivers a professional environment tailored to success.

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Important Notes

- **Advance** rates apply to orders received 21 days prior to the event start date.
- **Standard** rates apply to orders received after the advance rate deadline.
- **Late** rates apply to orders received seven (7) days prior to the first event move-in day.
- Show management's third party contractors must pay in advance for equipment or services.
- Complimentary equipment is based on available in-house inventory.
- Pricing is subject to change without notice.

Conditions

- Equipment found damaged or not returned at the close of the event will be charged to the licensee’s account at the prevailing replacement costs.
- Additional set and strike labor incurred beyond the initial provided with rental will be billed at prevailing rates for each audiovisual staff person required.
- Equipment may not be removed from any set without Expo approval.
- An audio mixer must be specified any time more than one audio input is being used in a meeting area (i.e microphones, speakers, etc.).

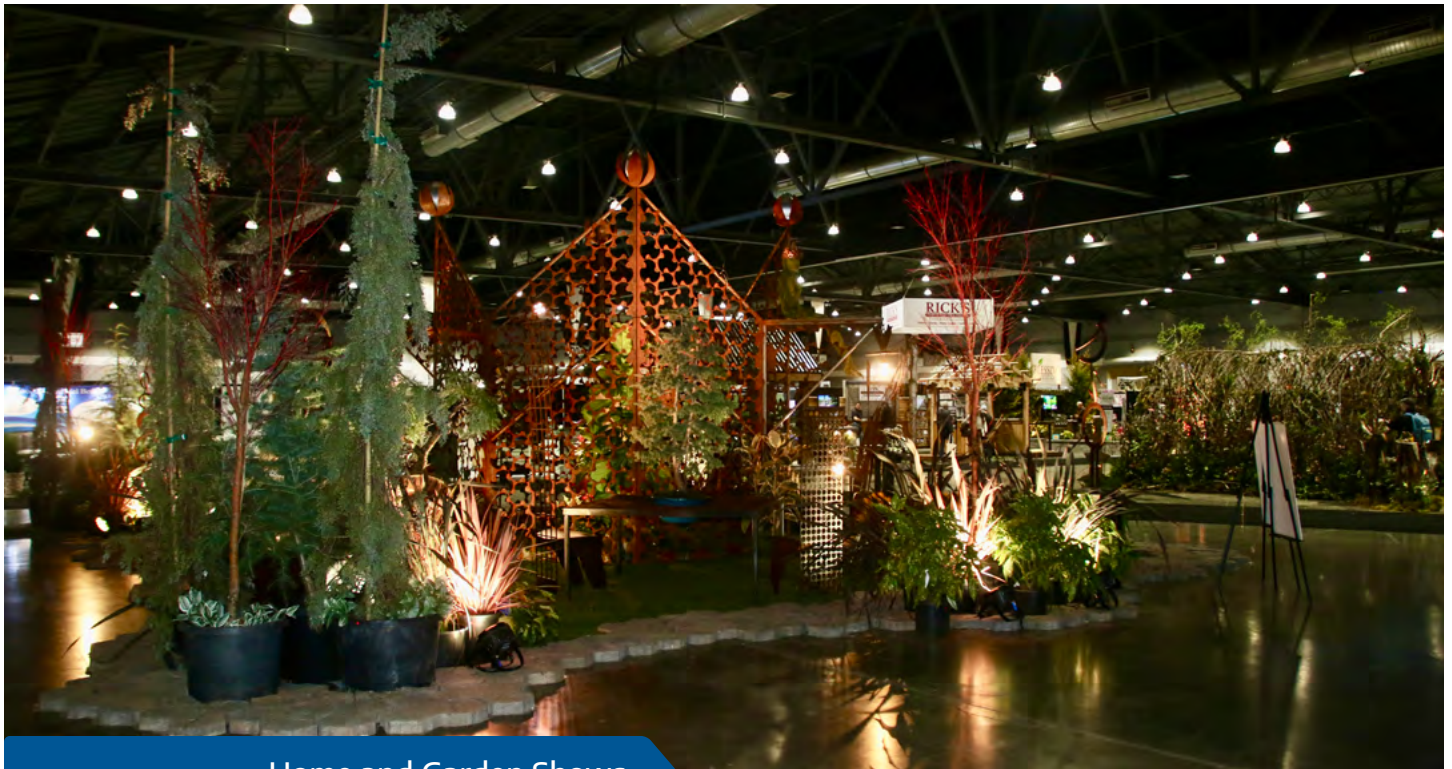
Package or Item	Standard
Meeting room package 1 (projector, screen, lectern)	\$475
Meeting room package 2 (projector, screen, lectern, wired mic, mixer)	\$525
4-channel mixer	\$65
Sound system (two speakers, wired microphone)	\$475
Audio patch feed	\$100
Wired handheld microphone	\$40
Wireless microphone system (handheld/lapel)	\$190
Data projector	\$375
8 by 8-foot projection screen	\$80
9 by 12-foot projection screen with stand	\$150

Conditions

- Professional installation of temporary electrical services at Expo is solely provided by Edlen Electrical Exhibition Services (Edlen).
- Edlen electricians must make all high voltage (over 120 volt) connections and disconnects.
- Services provided for booths not on floor boxes may require an additional charge for labor and materials.
- Additional labor charges may be required depending on floor plan.
- There is a minimum two (2) hour labor charge for installation and one (1) hour for removal of each 208 volt or 480 volt service connection.
- For electrical inquiries, specialty pricing, or questions, email portland@edlen.com.

120 Volt Lay-In	Advance	Standard	Late
Lay-in rates are per exhibitor booth. All booths are required to receive power to be eligible for lay-in pricing.			
5 amps	\$108	Not available	Not available
10 amps	\$132	Not available	Not available
15 amps	\$149	Not available	Not available
20 amps	\$170	Not available	Not available
120 Volt	Advance	Standard	Late
5 amps	\$132	\$166	\$198
10 amps	\$160	\$201	\$241
15 amps	\$185	\$231	\$277
20 amps	\$212	\$266	\$318
208 Volt Single Phase	Advance	Standard	Late
20 amps	\$294	\$368	\$441
30 amps	\$378	\$473	\$567
60 amps	\$573	\$716	\$860
100 amps	\$820	\$1,025	\$1,230

208 Volt Three Phase	Advance	Standard	Late
20 amps	\$339	\$424	\$509
30 amps	\$426	\$553	\$640
60 amps	\$620	\$775	\$930
100 amps	\$903	\$1,129	\$1,355
Equipment	Advance	Standard	Late
Power strips	\$34	\$43	\$51
25-foot extension cord	\$38	\$48	\$57



Home and Garden Shows

Conditions

1. Equipment found damaged or not returned at the close of the event will be charged to the licensee's account at the prevailing replacement costs.
2. Additional set and strike labor incurred beyond the initial provided with rental will be billed at prevailing rates.
3. Equipment may not be removed from any set without Expo approval.
4. Rental rates above are inclusive of set and strike labor for each item.

Package or Item	Advance	Standard	Late
Folding chairs	\$5	\$5	\$6
6-foot table	\$20	\$25	\$30
6-foot round table	\$20	\$25	\$30
30-inch round cocktail table	\$20	\$25	\$30
Full bleacher (150 seats)	\$1,000	\$1,200	\$1,440
Half bleacher (75 seats)	\$500	\$600	\$720
Stanchion	\$15	\$15	\$15
6 by 8-foot stage deck	\$90	\$90	\$90
Metal barrier (per section)	\$20	\$25	\$29
Drop box delivery fee		\$250	
Drop box disposal fee		Market rate	

Internet Access	Advance	Standard	Late
Wired basic internet; up to 3Mbps for 1 device	\$120	\$150	\$180
Wired business class internet; up to 10Mbps for 10 devices at a single location	\$400	\$500	\$600
Basic Wi-Fi; up to 3Mbps shared internet per connection		\$15	
Business class Wi-Fi; up to 10Mbps for 1 device		\$50	
Business class group Wi-Fi - 10; up to 10Mbps for 10 devices	\$300	\$375	\$450
Business class group Wi-Fi - 30; up to 10Mbps for 30 devices	\$400	\$500	\$600

Conditions

- Overtime and after hours equate to time and a half. Holiday hours, if necessary, equate to two times the standard rate.
- Oregon law requires rest and meal breaks that are determined by the number of hours an employee is scheduled to work. In which case, additional staffing may be required to cover vacant positions during lunch and rest periods. Additional labor used to provide breaks will be billed to the master account.

Admissions (4-hour minimum)	Advance	Standard	Late
Admissions staff and coat check		\$37	
Admissions supervisor		\$46	
Electrical (1-hour minimum)	Advance	Standard	Late
Electrician		\$128	
Event Services (1-hour minimum)	Advance	Standard	Late
Audiovisual setup/standby		\$85	
CAD drawing specialist	\$137.50	\$137.50	\$165
Event manager	\$148.50	\$148.50	\$160
Ticket Services (4-hour minimum)	Advance	Standard	Late
Ticket seller		\$37	
Ticket services supervisor		\$48	
Operations (4-hour minimum)	Advance	Standard	Late
Custodial	\$86.50	\$86.50	\$97.50
Engineer		\$125	
Security and Medical (4-hour minimum)	Advance	Standard	Late
Medical technician		\$82	
Contracted security		\$58	
Contracted security supervisor		\$68	
Portland Police Bureau officer		\$165	

Conditions

- Expo parking services are staffed by ACE Parking.
- There is a charge for all vehicles during events at Expo. Special arrangements may be made with licensees wishing to pay for attendee or exhibitor parking.
- Parking is free of charge for exhibitors on move-in and move-out days, as long as those days are not an event day.
- The licensee is provided with fifteen (15) complimentary parking passes which are valid for the run of the event, and include in/out privileges.
- Expo reserves the right to change parking rates at anytime.

Type	Price	Privileges and Details
Attendee general parking	\$15.00	Per space, per entry, with no in/out privileges. This rate applies to all shows and events and is collected at the parking lot entrance.
Exhibitor parking pass	\$15.00	Per space, per event day with in/out privileges. Passes are sold as run-of-show passes only. Passes may be sold by show management or ACE Parking. Please contact your event manager prior to show time to discuss necessary requirements and/or arrangements for your event.
Oversized vehicles	\$15.00	Per space, per day. There is a separate fee for oversized vehicles, which varies based on space needed. This includes RVs, buses, utility trailers, boat trailers, or any other oversized vehicle. Both exhibitor parking passes or single day parking are available. RV services are not available. Occupied RVs are prohibited from parking overnight in any of our areas.



Upper and Lower Lots 1, 2, and 3



Upper Lot 4 and Loading Docks

Security Providers

Conditions

- The following is a list of security providers that are approved by Metro/MERC to work events at the Expo.
- Creative Security is Expo's 24/7 in-house security provider.

Company	Phone	Email	Website
ACE Event Services, Inc / ACE Private Security	503-335-1417 503-335-2221	info@aceeventservices.com	
Allied Universal Event Services	503-963-4515	whittney.ford@aus.com	aus.com/portland-or-security-systems-services
Corporate Crime Control Protective Services	503-951-0903	cccjoshhaywood@gmail.com ccccastleman@gmail.com	corporatecrimecontrol.com
CMS (Crowd Management Services)	503-222-5957	kklise@cmsprotectsfun.com	cmsprotectsfun.com
Coast to Coast Event Services, Inc	503-235-2585	denise.pang@coasttocoastevents.com matt.rose@coasttocoastevents.com	coasttocoastevents.com
Creative Security, Inc	503-363-2130	creativesecurityinc@live.com	
Doing Better Protective Services US, Inc	503-766-5276	info@dbps-us.com	dbps-us.com
Knox Security Services, LLC	971-978-7836 503-395-4636	contact@knoxsecurityllc.com	knoxsecurityllc.com
NW Veterans Security Services	971-278-4233	hromcoj@outlook.com	
RS Management Services / Rovers Security	888-709-1139 503-252-9535	jacob@roverssecurity.com	roverssecurity.com
Securitas Security Services USA, Inc	503-243-1620 503-539-4984	cassandra.mciver@securitasinc.com	securitasinc.com
United Security Services, Inc	800-248-8558 541-771-1541	amccool@unitedhq.com	unitedhq.com

Conditions

- Services provided for booths not on floor boxes may require an additional charge for labor and materials.
- There is a minimum one (1) hour labor charge for installation and a half (1/2) hour for removal of each air, water, and natural gas connection.

Natural Gas		Advance	Standard	Late
First connection		\$295	\$370	\$445
Additional connection		\$150	\$185	\$225
Water		Advance	Standard	Late
First connection		\$270	\$335	\$405
Additional connection		\$130	\$160	\$190
Utilities (after complimentary 12-hours)				
HVAC			Market rate per hour	
Lights			Market rate per hour	

[Rental Application](#)

Share details of your event with us for date holds and pricing.

[Media Gallery](#)

Expo logos and photos for use on your event materials.

[Facility Map](#)

Overview of the campus featuring buildings, parking, and navigation landmarks.

[Hotel Accommodations](#)

A list of local accommodations and contacts to help plan where to rest.

[Expo Future Information](#)

There's big things coming to Expo.

[Exhibitor Ordering](#)

Order audiovisual and utility services for your event.

[Exhibitor Electric](#)

Order electricity and internet services for your event.

[Levy Alcohol Request and Sampling Policy](#)

For alcoholic beverage authorization and information about sampling.

[Levy Catering Menu](#)

Check out our extensive list of catering options to keep your event guests delighted!



Auto Shows and Auctions

Contact us to discuss how to make your event
unforgettable at the **Portland Expo Center**.





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