



# Venue Guide and Rental Rates

July 2025 to June 2026

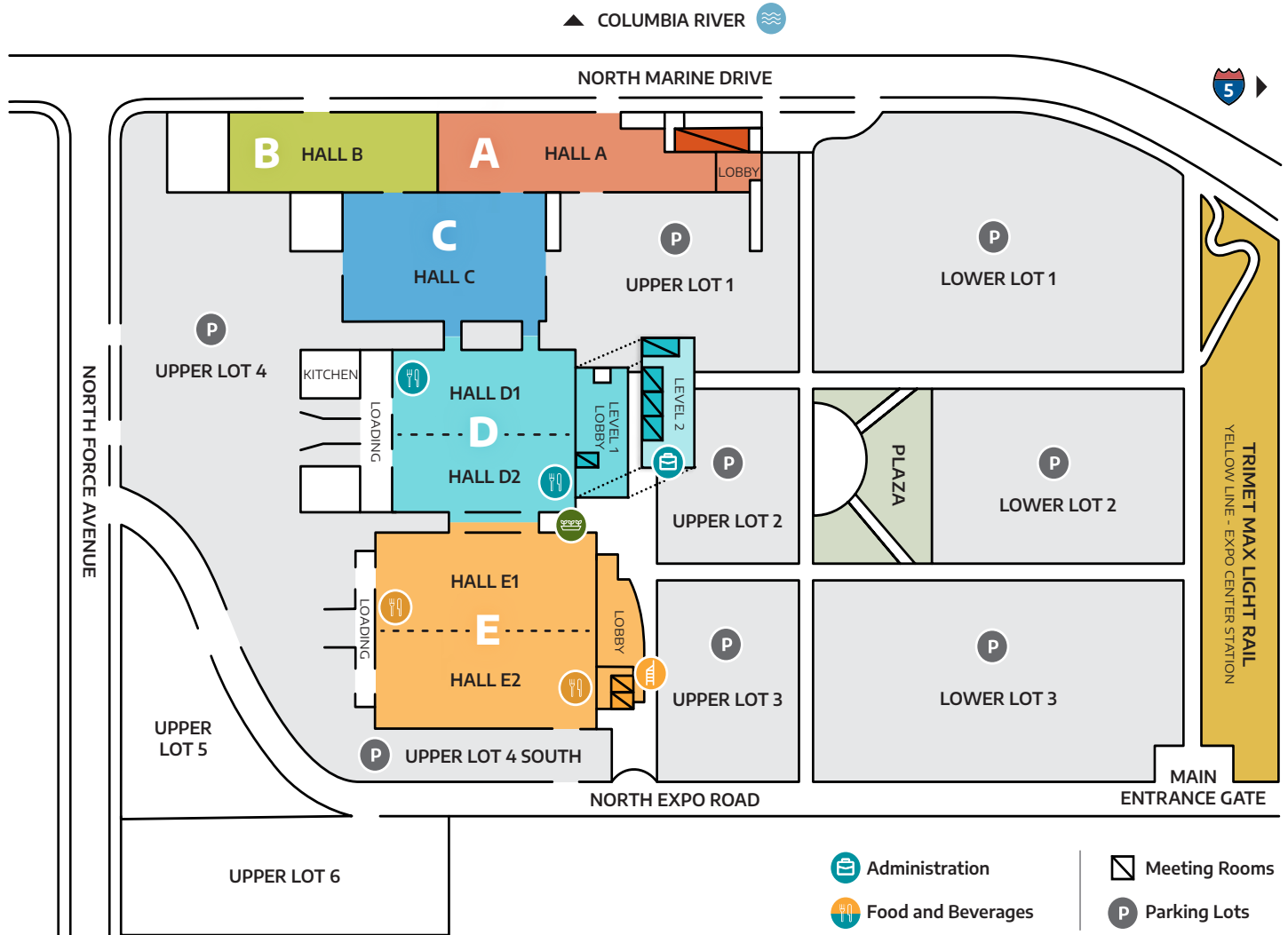
# It's all happening here.

**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.**

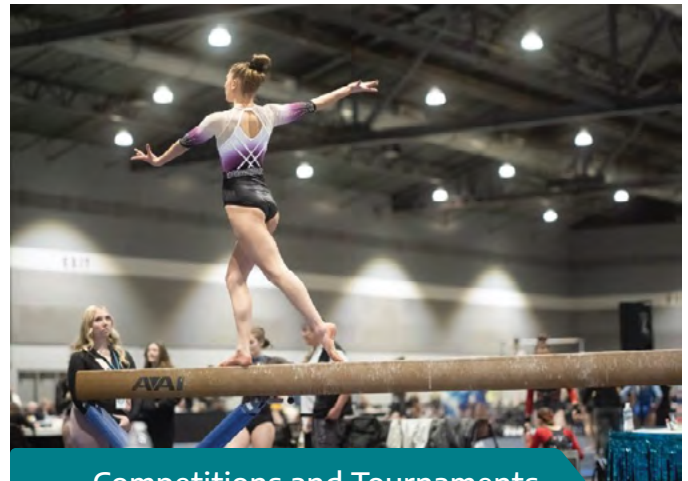
With advanced amenities, including high-capacity electrical systems, full rigging capabilities, ample parking, and access to public transit, Expo accommodates a diverse range of events, from large-scale consumer shows to intimate gatherings. Whether hosting a trade show, sporting event, or corporate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

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# Facility Map



Outdoor Sporting Events



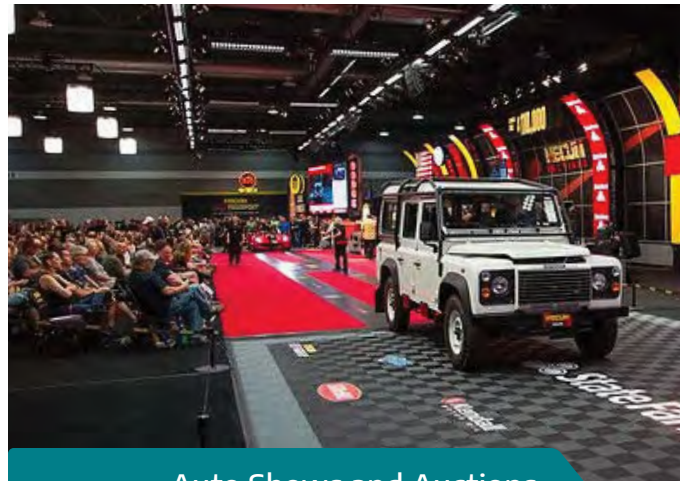
Competitions and Tournaments

# Exhibit Hall Rates

Exhibit Halls	Gross Square Feet	Dimensions in Feet	Ticketed Daily Rental	Non-Ticketed Daily Rental
A	48,000	400 by 120	\$3,565	\$4,380
B	36,000	300 by 120	\$2,820	\$3,270
C	60,000	300 by 200	\$4,645	\$5,500
D	72,000	300 by 240	\$7,810	\$9,020
E	108,000	360 by 300	\$11,210	\$13,210
D and E	180,000	-	\$17,385	\$20,435
C, D, and E	240,000	-	\$20,520	\$23,975
A, C, D, and E	288,000	-	\$22,165	\$26,070
A, B, C, D, and E	324,000	-	\$24,420	\$28,685
D1 or D2	36,000	300 by 120	\$3,905	\$4,510
E1 or E2	54,000	360 by 150	\$5,605	\$6,605
Connector	4,500	30 by 150	\$475	\$475
Green Wall	-	-	\$475	\$475



Club and Team Sports



Auto Shows and Auctions

## Ticketed Events

- All ticketed events shall use the Portland Expo Center box office and authorized ticket agents only (TicketsWest).
- All ticketed events are subject to a 6% user's fee charge, plus 3.7% credit card fee for each ticket sold.

## Rental Rates

- Any exhibit/trade show set-up, labor, or equipment (i.e. pipe/drape, tables, chairs, etc.) needed for the show shall be the responsibility of the Licensee to contract independently with a decorator.
- A Set-up fee shall be charged for non-food functions in the Exhibit Hall including but not limited to general session sets, theater sets, and classroom sets that require chair and table setup and removal. You may use your own third-party decorator for setup.
- Complimentary 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 the exhibit hall per day.

## Services Included

- Daily rental charges are based on twelve (12) hours of occupancy. Additional labor hours and utility charges will apply after twelve (12) hours of occupancy.
- Space in the lobby is considered common space and should be used for registration and ingress/egress purposes only. Other uses must be approved by Expo.
- House lighting, ventilation, and heat/air conditioning is provided during event hours. Work lights will be maintained during move-in/out hours. Halls ABC do not have air conditioning.
- Event janitorial and trash removal based on square footage and occupancy. Excessive refuse charges may apply.



Hall E Front Entrance

# Exhibit Hall D

**As Expo's most popular building,** Hall D offers 72,000 square feet of unobstructed, column-free space. With a high-capacity power supply and full rigging capabilities, Hall D adapts seamlessly to large-scale events.

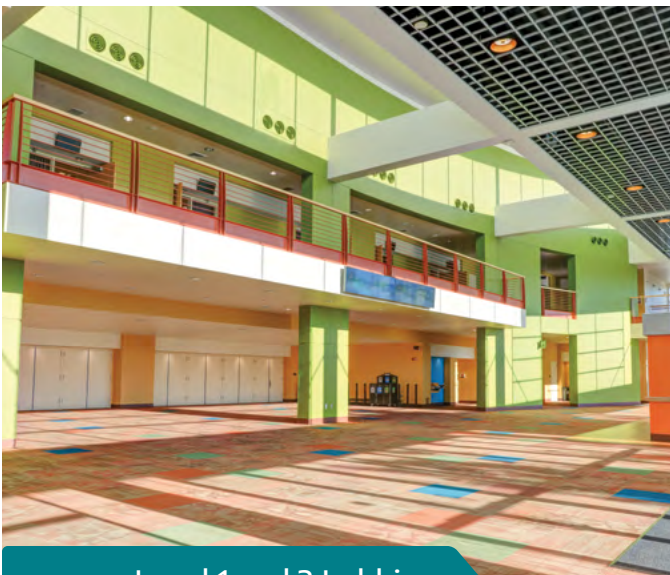
**For smaller gatherings,** the hall can be split into two separate 36,000 square-foot spaces, providing flexibility for events of all sizes.



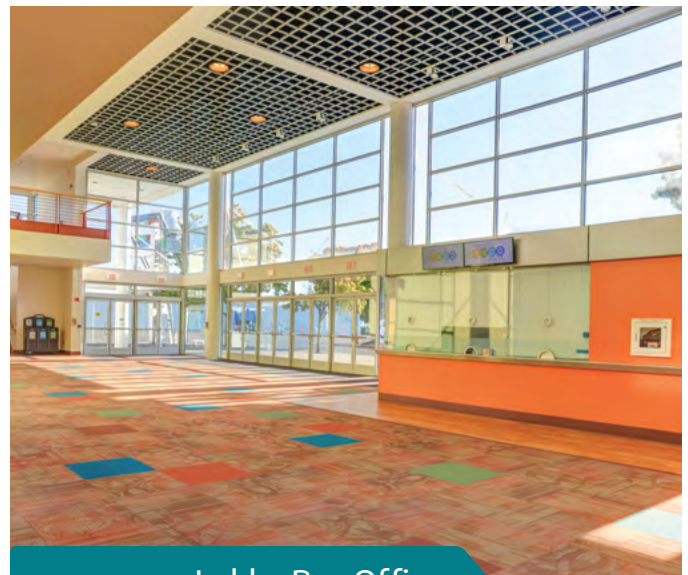
Front Entrance



Interior West Wall



Level 1 and 2 Lobbies



Lobby Box Office

Exhibit Hall D	Gross Square Feet	Dimensions in Feet	Ticketed Daily Rental	Non-Ticketed Daily Rental
D	72,000	300 by 240	\$7,810	\$9,020
D1 or D2	36,000	300 by 120	\$3,905	\$4,510

### AMENITIES

- East/west airwall divider
- Complete HVAC system (cooling and heating)
- 4 Meeting rooms totaling 5,500 square feet
- 2 Production offices or greenrooms
- 2 Restrooms on diagonal
- 6,400 square-foot lobby with box office, ATM, and first aid

### AUDIOVISUAL

- 140 feet of box truss with matching theatre drape
- Hall paging

### CAPACITY

- 3,620 Seated banquet
- 5,000 General admission or standing
- 346 Exhibit booths (10 by 10 feet)

### CEILING HEIGHT AND RIGGING

Complete rigging specifications are available upon request.

- 30 feet to the low T1 Beams
- 32 to 60-foot range to the T2 Beams
- 500 pounds per point (dead hang T1)

### ELECTRICAL

- 200 amp and 400 amp Posi-Lock (separate legs) located on west wall
- 44 In-floor power and CAT6 service (60 amp, 30 amp, 20 amp service in each) located on 30 by 60-foot grid

### FOOD AND BEVERAGE

- 2 Full-service concession stands on diagonal

### LIGHTING

- Programmable LED house lighting

### LOADING AND ACCESS

- 2 coil doors for drive-in access measuring 18 by 20 feet
- 3 Loading dock bays (one bay includes leveler)
- Covered dock space or storage

### PARKING

- 2,500 On-site parking spaces

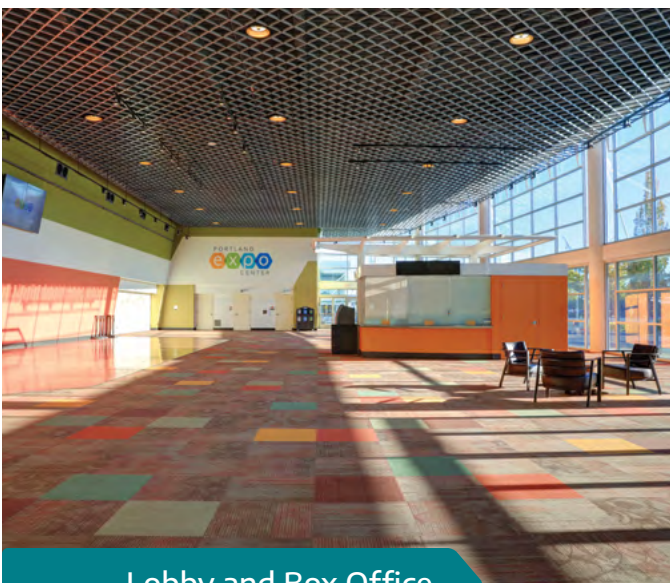
### WATER FILL AND DRAIN

- 4 Water fill and drain locations

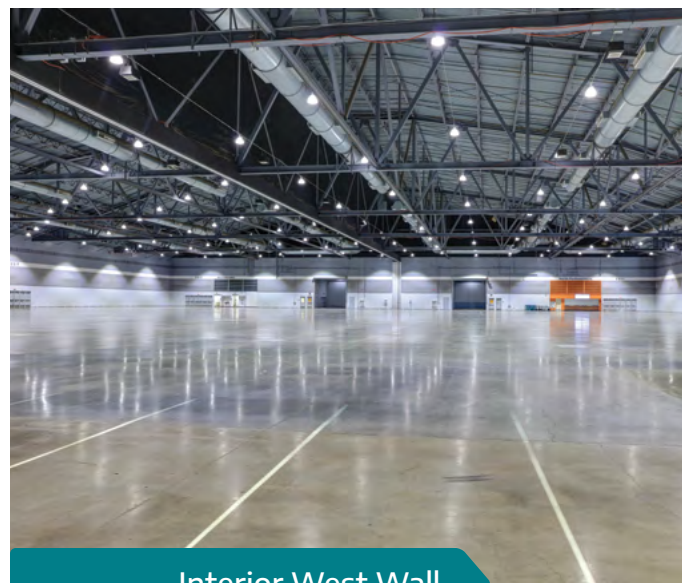
# Exhibit Hall E

**Hall E is Expo's largest building**, offering an impressive 108,000 square feet of versatile, open event space. Designed for maximum flexibility, it can be divided into two expansive sections of 54,000 square feet each, making it ideal for events of all sizes.

**With high-capacity power and full rigging capabilities**, Hall E can handle everything from large-scale productions to more tailored configurations.



Lobby and Box Office



Interior West Wall



Trade Shows



Black Tie Events

Exhibit Hall D	Gross Square Feet	Dimensions in Feet	Ticketed Daily Rental	Non-Ticketed Daily Rental
E	108,000	360 by 300	\$11,210	\$13,210
E1 or E2	54,000	360 by 150	\$5,605	\$6,605

### AMENITIES

- East/west airwall divider
- Complete HVAC system (cooling and heating)
- 2 Meeting rooms
- 2 Production offices or greenrooms
- 2 Restrooms on diagonal
- 6,400 square foot lobby with box office, ATM, and first aid

### AUDIOVISUAL

- 140 feet of box truss with matching theatre drape
- Hall paging

### CAPACITY

- 5,940 Seated banquet
- 10,000 General admission or standing
- 644 Exhibit booths (10 by 10 feet)

### CEILING HEIGHT AND RIGGING

Complete rigging specifications are available upon request.

- 30 feet to the low T1 Beams
- 32 to 60-foot range to the T2 Beams
- 500 pounds per point (dead hang T1)

### ELECTRICAL

- 200 amp and 400 amp Posi-Lock (separate legs) located on west wall
- 44 In-floor power and CAT6 service (60 amp, 30 amp, 20 amp service in each) located on 30 by 60-foot grid

### FOOD AND BEVERAGE

- 2 Full-service concession stands on diagonal

### LIGHTING

- Programmable LED house lighting

### LOADING AND ACCESS

- 3 coil doors for drive-in access measuring 18 by 20 feet
- 3 Loading dock bays (one bay includes leveler)
- Covered dock space or storage

### PARKING

- 2,500 On-site parking spaces

### WATER FILL AND DRAIN

- 4 Water fill and drain locations

# Meeting Room Rates

Meeting Room(s)	Gross Square Feet	Dimensions in Feet	Theatre Seated Capacity	Ticketed Daily Rental	Non-Ticketed Daily Rental
D102	300	15 by 22	33	\$175	\$175
D201	1,300	26 by 50	162	\$515	\$515
D202	784	28 by 28	75	\$285	\$285
D203	812	28 by 29	80	\$285	\$285
D204	784	28 by 28	75	\$285	\$285
D202 and D203	1,596	28 by 57	160	\$570	\$570
D202, D203, and D204	2,380	28 by 85	250	\$860	\$860
D201, D202, D203, and D204	3,680	-	-	\$1,375	\$1,375
E101	525	21 by 25	40	\$215	\$215
E102	600	24 by 25	50	\$245	\$245
E101 and E102	1,125	45 by 25	90	\$460	\$460
East Hall	4,400	40 by 110	335	\$900	\$900



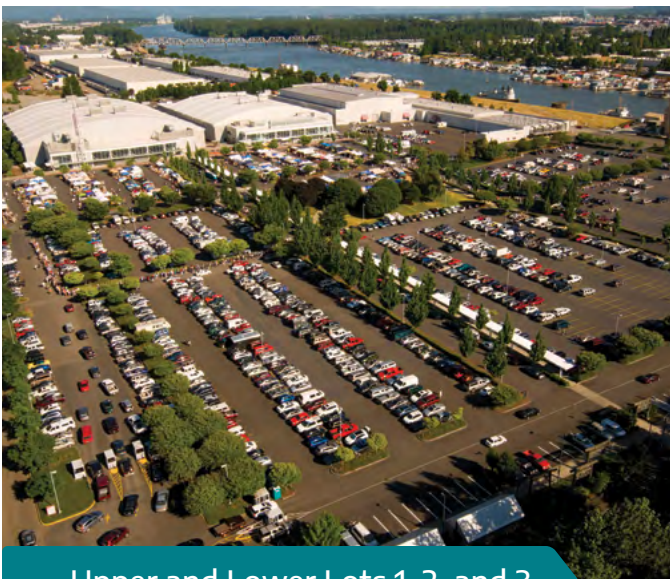
D201



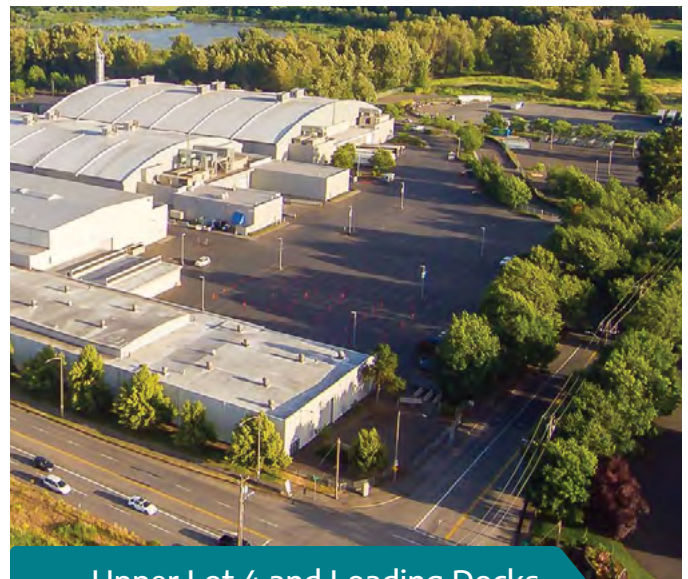
D202, D203, and D204

# Parking Lot Rates

Parking Lot	Gross Square Feet	Lot Capacity (Spaces)	Daily Rental
Upper Lot 1	86,000	185	\$2,150
Upper Lot 2	43,000	152	\$1,080
Upper Lot 3	39,600	138	\$990
Upper Lots 1, 2, and 3	168,600	475	\$4,220
Upper Lot 4	177,856	399	\$4,445
Lower Lot 1	211,900	359	\$5,300
Lower Lot 2	98,000	272	\$2,450
Lower Lot 3	147,000	420	\$3,675
Lower Lots 1, 2, and 3	456,900	1,051	\$11,425
All Lots			\$20,090
Upper Lot 5	16,000	163	\$420
Upper Lot 6 (gravel)	75,000	390	\$750



Upper and Lower Lots 1, 2, and 3



Upper Lot 4 and Loading Docks

## Exhibit Halls and Meeting Rooms

Event-related equipment shall be provided within the limits and availability of Expo's 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 classroom sets that require chair and table setup and removal.

Costs for requested changes, additional equipment, inventory outside of Expo, services, and/or personnel (i.e. med tech, audiovideo, admissions, and box office staff, etc.) shall be charged to the Licensee at the prevailing rate.

Any exhibit/trade show set-up, labor, or equipment (i.e. pipe/drape, tables, chairs, etc.) needed for the show shall be the responsibility of the Licensee to contract independently with a decorator.

## Move In and Move Out

Complimentary 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 per day.

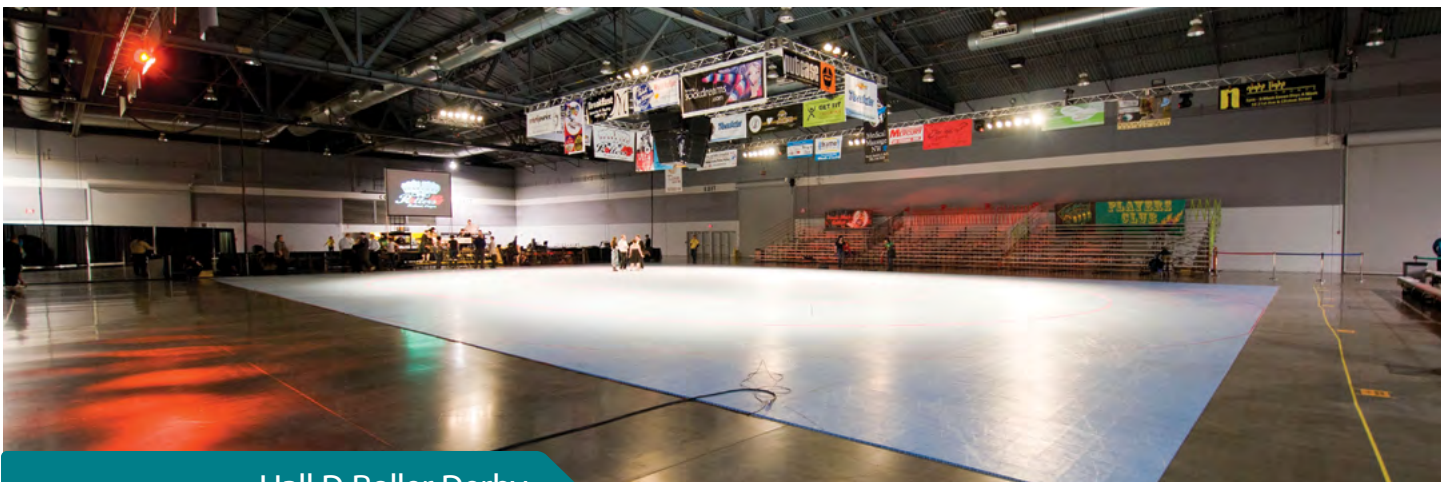
## Event Requirements and Staffing

Expo will provide all event-related staff at the Licensee's expense. All event requirements must be approved by Expo's management at least thirty (30) days prior to the beginning (first day) of the term.

A late fee may be imposed if the Licensee does not submit all event information and requirements to Expo within thirty (30) days of the first move-in day or event day, whichever comes first.

The Licensee shall provide a minimum of \$1 million comprehensive general liability insurance to cover the licensed rental term.

Security from our approved provider list is required for the contract term. Level and locations determined by Expo management.



Hall D Roller Derby

# Exclusive Services

Expo exclusively provides utilities, food and beverage (catering and concessions), parking, event staffing, and ticketing services at the prevailing rates for licensees, exhibitors, and attendees who may utilize these services.

## Edlen

Edlen is the exclusive provider of electrical services.

## Event Security

Event security required is the responsibility of the Licensee and shall only be contracted with Expo's approved list of security providers.

A list of approved security providers can be found at in Expo's Equipment, Services, and Labor Rates guide.

## Levy Restaurants

All catering and concession needs are provided exclusively by Expo's catering contractor, Levy Restaurants. Licensees cannot use any other food providers for their event requirements. No outside food is permitted on the premises.

In addition to Expo's License Agreement, a separate catering contract and deposit for food and beverage service is required 30 days before the event.

Expo'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".

For alcohol sampling, alcohol monitors will be scheduled as needed at the licensee's expense.

## TicketsWest

Exclusive provider of advanced ticket sales and box office services.



Electrical Services by Edlen



Food and Beverage by Levy

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





503-736-5200  
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expocenter.org