

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 6

Approving Oregon Convention Center Rental Rates.

The Metropolitan Exposition-Recreation Commission finds:

1. On November 12, 1987, the Metro Council temporarily approved rental rates for the Oregon Convention Center until such time as the Commission could make their own decision on facility rates.
2. Staff has recommended those rates be retained, based on research of similar convention facilities, competition within the immediate area, and the September 1987 Laventhol & Horwath Report.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission adopts the attached rental rates for the Oregon Convention Center, effective May 24, 1988, through December 31, 1991.

Passed by the Commission on May 24, 1988.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Secretary/Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Metro General Counsel

**OREGON CONVENTION CENTER**  
 1111 S.W. BROADWAY - PORTLAND, OREGON 97205  
 (503) 274-6555

**RATE SCHEDULE 1  
 CONVENTIONS**

Effective 1/1/88 through 12/31/91

EXHIBIT HALL	SQUARE FEET	MINIMUM DAILY RENTAL	MOVE-IN / MOVE-OUT
A-1, A-2, B	30,000 per hall	\$1,200 per hall	\$600 each per day
A-1, A-2 or A-2, B or C	60,000	\$2,400	\$1,200
A-1, A-2 and B or B & C	90,000	\$3,600	\$1,800
A-2, B & C	120,000	\$4,800	\$2,400
<b>Total Exhibit Space</b>	<b>150,000</b>	<b>6,000</b>	<b>3,000</b>
<b>BALLROOM</b>			
Section 1	6,300	\$650	
Section 2	6,300	\$650	
Section 3	6,300	\$650	
Section 4	6,300	\$650	
<b>Entire Ballroom</b>	<b>25,200</b>	<b>\$2,600</b>	

**SERVICES AND FACILITIES INCLUDED IN RENTAL:**

- Registration space (pre-function area) shall be provided to the Lessee at no additional charge based upon availability.
- Show Office shall be provided to Lessee at no additional charge based upon availability.
- Exhibit hall public address system is provided with a microphone. Additional equipment or personnel shall be charged to the Lessee at the prevailing rate.
- House lighting, ventilation, heat or air conditioning is provided during show hours. In recognition of the need to conserve energy, a minimum level of comfort will be maintained during move-in/move-out.

**MEETING ROOMS:**

Meeting room space shall be provided at no charge under the following conditions:

- Meeting room shall be assigned by the OCC.
- The amount of meeting space provided at no charge shall be directly proportional to the amount of exhibit space used in the facility. Additional meeting space shall be charged at the daily rate.
- Meeting rooms used as an exhibit area shall be charged at the daily rate.
- Rooms shall be arranged in theatre, classroom, conference, banquet or reception style once per day. Equipment provided within the limits of the OCC inventory. Costs for changes, additional equipment or personnel shall be charged to the Lessee at the prevailing costs.
- Meeting rooms shall be used for purposes directly related to conventions or trade shows.
- Meeting rooms shall not be assigned nor sublet to others.

**EVENT REQUIREMENTS AND STAFFING:**

The OCC shall provide all event-related staff at the Lessee's expense. All event requirements must be approved by the OCC management at least fourteen (14) days prior to the beginning of the term of Lease.

**OREGON CONVENTION CENTER**  
**1111 S. W. BROADWAY - PORTLAND, OREGON 97205**  
**(503) 274-6555**

**RATE SCHEDULE II**  
**CONVENTIONS WITH EXHIBITS & TRADE SHOWS**

Effective 1/1/88 through 12/31/91

EXHIBIT HALLS	GROSS SQUARE FEET	NET SQUARE FEET	NET SQUARE FOOT CHARGE PER DAY	MINIMUM RENT PER DAY	ADDITIONAL MOVE-IN/MOVE OUT
A-1, A-2, B	30,000 square feet per hall	15,500 per hall	12¢	\$1,200	\$600
A-1, A-2 or A-2, B or C	60,000	32,500	12¢	\$2,400	\$1,200
A-1, A-2 & B or B & C	90,000	51,200	12¢	\$3,600	\$1,800
A-2, B & C	120,000	70,500	12¢	\$4,800	\$2,400
<b>TOTAL EXHIBIT SPACE</b>	<b>150,000</b>	<b>90,000</b>	<b>12¢</b>	<b>\$6,000</b>	<b>\$3,000</b>
<b>BALLROOM</b>					
Section 1	6,300	3,400		\$650	\$300
Section 2	6,300	3,400		\$650	\$300
Section 3	6,300	3,400		\$650	\$300
Section 4	6,300	3,400		\$650	\$300
<b>ENTIRE BALLROOM</b>	<b>25,200</b>	<b>13,600</b>		<b>\$2,600</b>	<b>\$1,200</b>

**NET SQUARE FEET**

Net square feet is defined as total display area less aisle space and food service areas. Aisle space shall not exceed ten (10) feet in width without approval of the General Manager. The OCC shall have the option to exclude complimentary space not to exceed five (5) percent of area used in determining net square footage.

When the OCC Food and Beverage Department 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 Lessee.

**MEETING ROOMS**

Meeting room space shall be provided at no charge under the following conditions.:

- Meeting rooms shall be assigned by the OCC
- The amount of meeting space provided at no charge shall be directly proportional to the amount of exhibit space used in the facility. Additional meeting space shall be charged at the daily rate.
- Meeting rooms used as an exhibit area shall be charged at the daily rate.
- Rooms shall be arranged in theatre, classroom, conference, banquet or reception style once per day. Equipment provided within the limits of the OCC inventory. Costs for changes, additional equipment or personnel shall be charged to the Lessee at the prevailing costs.
- Meeting rooms shall be used for purposes directly related to conventions or trade shows.
- Meeting rooms shall not be assigned nor sublet to others.

## **INGRESS - EGRESS**

Ingress-Egress time, at no charge, is computed on a one-for-one basis with show days, with a maximum of four (4) total complimentary days. After four (4) days, rate is one-half daily rental fee.

## **SERVICES AND FACILITIES INCLUDED IN RENTAL**

- Registration space (Pre-function Area) shall be provided to the Lessee at no additional charge based upon availability.
- Show office shall be provided to Lessee at no additional charge based upon availability.
- Exhibit hall public address system is provided with a microphone. Additional equipment or personnel shall be charged to the Lessee at the prevailing rate.
- House lighting, ventilation, heat or air conditioning is provided during show hours. In recognition of the need to conserve energy, a minimum level of comfort will be maintained during move-in/move-out.

## **EVENT REQUIREMENTS AND STAFFING**

The OCC shall provide all event-related staff at the Lessee's expense. All event requirements must be approved by the OCC management at least fourteen (14) days prior to the beginning of the term of Lease.

**OREGON CONVENTION CENTER**  
**1111 S. W. BROADWAY - PORTLAND, OREGON 9205**  
**(503)274-6555**

**RATE SCHEDULE III**  
**NON-CONVENTION MEETINGS**

Effective 1/1/88 through 12/31/91

EXHIBIT HALLS	SQUARE FEET	MINIMUM DAILY RENTAL	ADDITIONAL MOVE-IN/MOVE-OUT
A-1, A-2, B	30,000 per hall	\$1,500 per hall	\$750 per hall
A-1, A-2 or A2, B or C	60,000	\$3,000	\$1,500
A-1, A-2, & B or B & C	90,000	\$4,500	\$2,250
A-2, B & C	120,000	\$6,000	\$3,000
<b>TOTAL EXHIBIT SPACE</b>	<b>150,000</b>	<b>\$7,500</b>	<b>\$3,750</b>
<b>BALLROOM</b>			
Section 1	6,300	\$700	
Section 2	6,300	\$700	
Section 3	6,300	\$700	
Section 4	6,300	\$700	
<b>ENTIRE BALLROOM</b>	<b>25,200</b>	<b>\$2,800</b>	

**SERVICES AND FACILITIES INCLUDED IN RENTAL:**

- Registration space (Pre-function Area) shall be provided to the Lessee at no additional charge based upon availability.
- Show Office shall be provided to the Lessee at no additional charge based upon availability.
- Exhibit hall public address system is provided with a microphone. Additional equipment or personnel shall be charged to the Lessee at the prevailing rate.
- House lighting, ventilation, heat or air conditioning is provided during show hours. In recognition of the need to conserve energy, a minimum level of comfort will be maintained during move in/move out.

**EVENT REQUIREMENTS AND STAFFING:**

The OCC shall provide all event related staff at the Lessee's expense. All event requirements must be approved by the OCC management at least fourteen (14) days prior to the beginning of the term of Lease.

**OREGON CONVENTION CENTER**  
**1111 S. W. BROADWAY - PORTLAND, OREGON 97205**  
**(503) 274-6555**

**RATE SCHEDULE IV**  
**CONSUMER TRADE SHOWS**

Effective 1/1/88 through 12/31/91

EXHIBIT HALLS	SQUARE FOOTAGE	MINIMUM DAILY RENT
A-1, A-2, B	30,000 per hall	\$1,500 vs. 15% Gross Ticket Sales
A-1, A-2 or A-2, B or C	60,000	\$3,000 vs. 15% Gross Ticket Sales
A-1, A-2, B or B & C	90,000	\$4,500 vs. 15% Gross Ticket Sales
A2, B & C	120,000	\$6,000 vs. 15% Gross Ticket Sales
<b>TOTAL EXHIBIT SPACE</b>	<b>150,000</b>	<b>\$7,500 vs. 15% Gross Ticket Sales</b>

**RENTAL RATE**

The stated rental rates are based on a minimum charge for each hall or 15% of gross box office receipts, whichever is greater per day.

**NET SQUARE FOOTAGE**

Net square feet is defined as total display area less aisle space and food service areas. Aisle space shall not exceed ten (10) feet in width without approval of the General Manager. The OCC shall have the option to exclude complimentary space not to exceed five (5) percent of area used in determining net square footage.

When the OCC food and Beverage Department 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 Lessee.

**INGRESS - EGRESS**

Ingress-Egress time is computed on a one-for-one basis with show days, with a maximum of two (2) total complimentary days. After two (2) days, rate is one-half daily rental fee.

**SERVICES AND FACILITIES INCLUDED IN RENTAL:**

- Registration space (Pre-function Area) shall be provided to the Lessee at no additional charge based upon availability.
- Show Office shall be provided to the Lessee at no additional charge based upon availability.
- Exhibit hall public address system is provided with a microphone. Additional equipment or personnel shall be charged to the Lessee at the prevailing rate.
- House lighting, ventilation, heat or air conditioning is provided during show hours. In recognition of the need to conserve energy, a minimum level of comfort will be maintained during move in/move out.

**EVENT REQUIREMENTS AND STAFFING:**

The OCC shall provide all event related staff at the Lessee's expense. All event requirements must be approved by the OCC management at least fourteen (14) days prior to the beginning of the term of Lease.

**OREGON CONVENTION CENTER**  
1111 S.W. BROADWAY - PORTLAND OREGON 97205  
(503) 274-6555

**RATE SCHEDULE V**  
**COMMERCIAL ENTERTAINMENT**

Effective 1/1/88 through 12/31/91

EXHIBIT HALLS	CAPACITY	RENT
A-1, A-2, & B	3,500 per hall	\$1,500 vs. 12% Gross Ticket Sales
A-1, A-2, or A-2, B or C	7,000	\$3,000 vs. 12% Gross Ticket Sales
A-1, A-2, & B or B & C	10,000	\$4,500 vs. 12% Gross Ticket Sales

**RENTAL RATE:**

The stated rental rates are based on a minimum charge for each hall or twelve percent (12%) of gross box office receipts after applicable taxes, whichever is greater, per day. Please refer to Box Office Policy for ticket information.

**SERVICES AND FACILITIES INCLUDED IN RENTAL:**

- Registration space (pre-function area) shall be provided to the Lessee at no additional charge based upon availability.
- Show Office shall be provided to the Lessee at no additional charge based upon availability.
- Exhibit hall public address system is provided with a microphone. Additional equipment or personnel shall be charged to the Lessee at the prevailing rate.
- House lighting, ventilation, heat or air conditioning is provided during show hours. In recognition of the need to conserve energy, a minimum level of comfort will be maintained during move-in/move-out.

**EVENT REQUIREMENTS AND STAFFING:**

The OCC shall provide all event-related staff at the Lessee's expense. All event requirements must be approved by the OCC management at least fourteen (14) days prior to the beginning of the term of Lease.

**OREGON CONVENTION CENTER**  
**RATE SCHEDULE**  
**MEETING ROOMS**

ROOM	Ceiling Height	Square Footage	Theater	Class-room	Banquet	Reception	Rent
A-1	18'	1,976	220	135	160	200	\$150
A-2	18'	2,538	280	175	200	265	\$175
A-3	18'	1,833	200	125	150	190	\$125
A-4	18'	1,269	140	85	100	130	\$100
A-1, 4 B-1, 4	18'	6,110	675	420	500	640	\$500
A-5	18'	858	95	60	70	90	\$ 75
A-6	18'	897	100	62	70	94	\$ 75
A-7	18'	858	95	60	70	90	\$ 75
A-8	18'	897	100	62	70	94	\$ 75
A-9	18'	780	85	52	60	80	\$ 50
A-7, 8, 9	18'	2,535	280	172	200	265	\$200
A-10	18'	780	85	52	60	80	\$ 50
A-5, 6, 10	18'	2,835	311	193	230	296	\$200
A-11	18'	644	70	45	50	65	\$ 50
A-12	18'	644	70	45	50	65	\$ 50
A-11, 12	18'	1,288	140	86	100	130	\$100
A-13	18'	168	16	10	10	10	\$ 25
A-14	18'	168	16	10	10	10	\$ 25
B-1	18'	1,976	220	135	160	200	\$150
B-2	18'	2,538	280	175	200	265	\$175
B-3	18'	1,833	200	125	150	190	\$150
B-4	18'	1,269	140	85	100	130	\$100
B-5	18'	858	95	60	70	90	\$ 75
B-6	18'	897	100	62	70	94	\$ 75
B-7	18'	858	95	60	70	90	\$ 75
B-8	18'	897	100	62	70	94	\$ 75
B-9	18'	780	85	52	60	80	\$ 50
B-7, 8, 9	18'	2,535	280	172	200	265	\$200
B-10	18'	780	85	52	60	80	\$ 50
B-5, 6, 10	18'	2,535	280	172	200	265	\$200
B-11	18'	644	70	45	50	65	\$ 50
B-12	18'	644	70	45	50	65	\$ 50
B-11, 12	18'	1,288	140	86	100	130	\$100
B-13	18'	168	16	10	10	10	\$ 25
B-14	18'	168	16	10	10	10	\$ 25

Total square feet: 28,620. Average meeting room: 1,022 sq. ft. Average meeting room cost: \$79.  
Rental per day for all meeting rooms: \$2,225.



**OREGON CONVENTION CENTER**  
1111 S.W. Broadway - Portland, Oregon 97205  
(503) 274-6555

**RATE SCHEDULE  
BALLROOM**

Effective 1/1/88 through 12/31/91

Room	Ceiling Height	Square Feet	Theater	Class-room	Banquet	Reception	Rental
BR-1	25'	6,300	700	400	550	750	700
BR-2	25'	6,300	700	400	550	750	700
BR-3	25'	6,300	700	400	550	750	700
BR-4	25'	6,300	700	400	550	750	700
Entire Ballroom	25'	25,200	2,800	1,600	2,200	3,000	\$2,800