

## Contact List

### Trade Show Decorator:

DWA Trade Show & Exposition Services  
P.O. Box 10859  
Portland, Oregon 97296  
Phone: 503-228-6800  
Fax: 503-595-1470  
E-mail: [csr@dwatradeshow.com](mailto:csr@dwatradeshow.com)

### OCC Information:

Oregon Convention Center  
777 MLK Jr. Blvd.  
Portland, OR 97232  
Phone: 503.235.7578  
Fax: 800.791.2250

### Aramark Concessions & Food/Beverage:

If you have questions regarding Sample policy and Food/beverage/Ice for your booth, please contact Aramark directly:  
**Gloria Nelson**  
Email: [GloriaNelson@oregoncc.org](mailto:GloriaNelson@oregoncc.org)  
Phone: 503.731.7868

### Pedal Nation Events, LLC

Aaron McBride  
Email: [aaron@pedalnationevents.com](mailto:aaron@pedalnationevents.com)  
Phone: 503-887-3084

### Show Location:

**Oregon Convention Center – [Google Maps](#)**  
777 NE MLK, Jr. Blvd.  
Portland, OR 97232  
Show is in **Hall C** exhibition space - 61,000 square feet  
Use “**D**” Loading Dock for Load-in & Load-out

### Show Hours:

**Saturday** - April 10<sup>th</sup>, 2010, Bicycle Show Hours – 10:00 am to 6:00 pm  
**Sunday** - April 11<sup>th</sup>, 2010, Bicycle Show Hours – 10:00 am to 5:00 pm

### Move-in Hours:

**Friday** - April 9<sup>th</sup>, 2010 – 8:00 am to 6:00 pm (detailed load-in schedule to be provided)

### Move-out Hours:

**Sunday** – April 11<sup>th</sup>, 2010 – 5:15 pm to 10:00 pm

### Special Events:

**Saturday Morning** - April 10<sup>th</sup>, 2010, Vendor Bike Ride – 7:30 am (leaving from Oregon Conv)  
**Saturday Evening** - April 10<sup>th</sup>, 2010, Vendor Party – 7:00 pm (at Jupiter Hotel)  
**Sunday Morning** - April 11<sup>th</sup>, 2010, Vendor Workshop – 9:00 am (at Hall Main Stage)

**NOTE:** All Exhibitors must be completely moved out from the Oregon Convention Center by 11:59pm Sunday Evening, April 11<sup>th</sup>.

## For your convenience, DWA Trade Show and Expo services MAY BE ORDERED ONLINE!

### Please follow the steps below to order your services online:

1. Go to DWA Trade Show & Exposition Service's website at <http://www.dwatradeshow.com>
2. Select "Online Ordering" from the Home Page
3. Select show location "Portland"
4. Enter the show code under "Bicycle Show". The show code is **H746P9S**.  
(Please note the show code is case sensitive.)
5. Begin entering your order

If you have trouble accessing the information or would like a hard copy of the Service Kit mailed to you please contact DWA directly:

**ADVANCE PRICE DEADLINE:** The last day to receive DWA advance pricing is: **March 26, 2010**

**Important: If ordering electrical, telephone, high speed internet connection, air, water, natural gas, porter service, carpet cleaning or audio visual services, please visit the Oregon Convention Center's website at <http://www.oregoncc.org> or call them at 503.235.7578 or 800.791.2250.**

For your convenience, Oregon Convention Center services may be ordered online:

Go here and follow the steps to complete order with OCC:

[http://live.oregoncc.org/iEBMS/coe/index\\_ex2.htm](http://live.oregoncc.org/iEBMS/coe/index_ex2.htm)