

EXHIBITOR MANUAL

Saltwater Sportsmen's Show

Presented by OCEAN

Move-in and Move-Out:

- Move-in is on Friday, February 23, 2024, before the weekend show from 8:30 am until 7:30 pm.
- Exhibit hours are Saturday, February 24 – 9a-5pm and Sunday, February 25 – 9a-4p.
- Move-out is on Sunday, February 25, 2024, after show ends from 4:30 pm to 7:30 pm.
NO EXCEPTIONS.

Check in:

- Each exhibitor is required to check in at the registration office located at the east main entry of the Jackman Long building. Exhibitors will be provided wrist bands designed to wear around either wrist for both days of the show.
- Volunteers and or associations that have multiple people working, will be required to provide a list at will-call.
- All booths are 10'x10' unless otherwise specified.
- Each exhibiting company is furnished with 3'sidewall drapes and one 5-amp electrical outlet and no charge. **Exhibitors will need to bring extension cords and/or power strips.**
- Exhibitor must supply all display items for your booth, including backdrops, etc.
- Bring any equipment you need to set up your display. Tables (8') & chairs can be rented on site if needed, we **advise that you bring your own.**
- Exhibitors can drive into the building via a roll up door to set up display on the east side of the building.
- Volunteers will be available to help you locate your booth(s).

Early Admittance:

- Early Admittance Exhibitors are allowed into the buildings thirty (30) minutes prior to show time. If you need more than the thirty (30) minutes allotted time you must sign the early admittance list at the Show Office before closing the night before.

Food Service:

- Concessions will be open for food and beverage purchases beginning at 10am on both show days.

Directions:

From the North: Take I-5 southbound to Portland Road (Exit 258). Turn right on Portland Road and proceed to Lana Avenue. Turn left on Lana Avenue and proceed straight. Cross over Silverton Road and enter the grounds through the blue gate.

From the East: Travel west on Hwy 22 and take I-5 northbound (towards Portland, OR) to exit 258. Head south on Portland Road. Turn left on Lana Avenue and proceed straight. Cross over Silverton Road and enter the grounds through the blue gate.

From the South: Take I-5 northbound to exit 258. Head south on Portland Road. Turn left on Lana Avenue and proceed straight. Cross over Silverton Road and enter the grounds through the blue gate.

Parking:

- Parking is free and available through the Aqua gate.

Direct Shipments:

- With the show being only two days, direct shipments are not recommended. If it is necessary, they must arrive on Friday, February 23 during set-up, between 8:30am and 5pm. All shipments must be prepaid. Shipments must be addressed as follows: Exhibitor Name and Booth Number, Saltwater Sportsmen's Show, Oregon State Fair & Exposition Center – Jackman Long Building, 2330 17th St NE, Salem, OR 97301

Questions:

- Please contact your sales rep at 503.246.8291