

**Your Booth Comes With:**

- 8' High black back drape
- 3' High black side drape
- (1) 6' x 2' x 30" black draped table
- (2) Side Chairs
- (1) 10'x10' black carpet
- (1) Wastebasket
- Nightly trash removal
- Identification sign (*Booths larger than 300 sq ft are available to order here: [LINK](#)*)

Show management is providing black carpet to all exhibitors. Aisle carpet will be pepper.

- **If your booth is over 12' high, approval is needed from the building. Please send a rendering to [Kennedy Gillie](#) and we will submit on your behalf.**
- We strongly recommend cleaning services to enhance the appearance of your booth. Vacuuming is an exclusive service of the Oregon Convention Center - please order [HERE](#).
- Contact Customer Service with any questions at 972.580.9000

**Show Schedule**

**Exhibitor Move-In**

Monday	May 18, 2026	9:00 am - 5:00 pm
Tuesday	May 19, 2026	8:00 am - 9:30 am <i>Touch Up Only</i>

**Exhibit Hall Hours**

Tuesday	May 19, 2026	10:00 am - 5:30 pm
Wednesday	May 20, 2026	10:00 am - 6:30 pm
Thursday	May 21, 2026	8:30 am - 12:30 pm

**Exhibitor Move-Out**

Thursday	May 21, 2026	12:31 pm - 5:00 pm
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- All exhibitor materials must be removed from the exhibit facility by May 21, 2026 at 5:00 pm.
- To ensure all exhibitor materials are removed from the exhibit facility by the deadline, please have all carriers check-in by May 21, 2026 at 3:00 pm.
- Request your outbound Material Handling Agreement (MHA) and Outbound Shipping Labels at [ExpoPortal](#).

**Marshalling Yard**

The show will not be using a Marshalling Yard. Drivers may check-in at the show facility. For more information, please see the Driver Check-In Requirements page.

**IMPORTANT DATES**

**Discount Deadline Date**

April 20, 2026

**Exhibitor Appointed Contractor Notification Deadline**

April 20, 2026

**Advance Warehouse Receiving Begins**

April 22, 2026

**Advance Warehouse Discount Deadline**

*\*late fee applies after*  
May 8, 2026

**Direct to Show Site Receiving Begins**

May 18, 2026

**Outbound Carrier Check-in Deadline**

May 21, 2026 at 3:00 pm

**Shipping Addresses**

**Advanced Warehouse:**

Exhibiting Company Name / Booth # \_\_\_\_\_  
2026 Joint Engineer Training Conference (JETC)  
c/o The Expo Group & Airport Drayage Company  
6331 NE 112th Ave  
Portland, OR 97220

- *Warehouse Hours: Monday - Friday 9:00 am - 3:30 pm*
- To ensure timely arrival of your materials, your freight must be received at the advance warehouse no later than May 14, 2026. Please note that any freight received after May 8, 2026 will incur a late fee.

**Direct to Show Site:**

Exhibiting Company Name / Booth # \_\_\_\_\_  
2026 Joint Engineer Training Conference (JETC)  
c/o The Expo Group  
Oregon Convention Center - Halls B, C & D  
777 NE Martin Luther King Jr Blvd  
Portland, OR 97232

**Additional Services**

- [Booth Vacuuming](#) - Oregon Convention Center
- [Electrical](#) - Oregon Convention Center
- [Internet](#) - Oregon Convention Center
- [Audio Visual](#) - AVFX
- [Official Carrier](#) - EXPOGISTICS by The Expo Group