



EXHIBITOR WELCOME PACKET



May 13 - 14, 2025

Pendleton Convention Center
Pendleton, OR

Thank you for registering for the 2026 OACP Annual Conference Trade Show!

We appreciate your partnership and want to make sure you have all the necessary information to make the most of your investment of time and resources. This packet contains information about the Trade Show including:

- OACP staff contact information in case you need anything before or during the Trade Show
- Check-in instructions
- Instructions on shipping items prior to, and after the trade show
- Trade Show schedule
- General conference schedule
- Booth information
- Lodging and travel options
- Trade Show booth diagram

We acknowledge up front the tension present at every conference. Our valued vendor partners (that's YOU) make a lot of sacrifices to be at OACP's conference. You must justify to your higher ups that this conference will be worth the effort. Not only do you have to pay for a booth (or a sponsorship for many of you), but you also need to pay for transportation and lodging (and traveling to the remote town of Pendleton ain't no easy task). You devote valuable time to making connections to highlight your products and services. Please know how much this is appreciated and that we truly want this conference to be worth your investment. Although our event (and Oregon training requirements) doesn't allow more time in the schedule than what we have provided for connecting with vendors, we do commit to trying to make the hours that are provided as beneficial to you as possible.

We are hoping for a lot of energy and traffic at your booths throughout the conference. To help facilitate this we have a few strategic activities:

1. **Scavenger Hunt** game that we've received positive feedback from previous years. This time the activity will take on a new, tech-forward feel with the game being played on our new conference app. The biggest benefit to this activity is that it requires attendees to ask the question, "How does your product or service help me as a law enforcement leader?" Once you feel satisfied in giving them the information, you can check them off in the app. They will be given raffle tickets for so many check marks that they can use to win \$50 bills. The hope is that this game keeps the traffic flowing to your booth.
2. Returning (after several successful years), is our signature **Search and Find game**. Once this game begins, some of the Oregon chiefs transform into a pack of wild elementary kids unleashed for recess. Consider yourself warned. We provide each company with a "cut out" in the shape of the conference theme. You decide where to hide it in your booth. Make it as easy or difficult as you want. The idea is for them to poke around some of your products while looking for the cutout. Once found, they get to exchange the cutout for one of the hundred gifts set out on a display table in the

middle of the Exhibit Hall. Our ultimate hope is that while surveying some cool things at your booth they'll come back to explore a bit more.

Consider bringing a giveaway item to be used as one of the many prizes, and it'll be sure to add to the energetic vibe. We'll give a shout out to your company when your item is chosen, and we'll try and bring the winner to your booth. If interested, bring your item (along with an attached business card so we can give proper credit) to the registration table at check-in.

3. **Mealtimes.** We've heard your request to sit down with Oregon LE leaders during meals. Although we have limited space, at check-in you will be given two meal tickets (either 2 for lunch on Wednesday or 2 for breakfast on Thursday, or one for each meal) depending on how you want to use them. Our desire is that this will give you a bit more relaxed time with those leaders you're hoping to connect with.
4. The **Vendor Reception** takes place on Wednesday from 4:30-6:00pm with drinks and appetizers, and plenty of cocktail rounds scattered among the event space for easy conversations. After the reception finishes at 6, conference attendees are free for the evening. Consider asking them to join you and your team for dinner. With no dinner on the schedule, we are hopeful this will be a great opportunity for your team to snag one or more chiefs by enticing them to a beer and burger.

Please find the attached spreadsheet for your review. To ensure accurate representation of your company - including your booth number, representative names, and contact details - please take a few moments to verify the information. This will help us showcase your business correctly throughout the conference, on our website, and within the new OACP Conference app. Your prompt review will ensure seamless promotion and visibility for your brand. [REVIEW HERE >>](#)

Contact Information

Feel free to reach out prior to and during the conference. We're here to help.

Marie Campbell
OACP Association Executive
marie@victorygrp.com

Liz Besand
OACP Executive Assistant
liz@victorygrp.com

Chloe Haller
Government Affairs Representative
chloe@victorygrp.com

Checking in at the Pendleton Convention Center

You may check in and set up your booth any time between 8 am and 12 pm on Wednesday, April 23. Please follow the signs to the Vendor Check-in area. There you will receive your name tag, conference information, and final booth assignment (in case of any last-minute changes). **There will be a vendor welcome and informational meeting at 11 am on Wednesday, April 23.** Please make sure to set aside time for this. If you prefer, you can set up your booth after this 30-minute meeting which is when we will be going over the schedule and the Trade Show activities referred to above.

You are welcome to pull up to the front of the convention center to drop off items. If you have a vehicle you are placing in the trade show, please make arrangements with Marie prior to the trade show to drop off the vehicle on Tuesday, April 22. She will connect you with Pendleton Conference Center staff. Detailed information will be sent to the individual vendors who have vehicles to park.

Shipping items to the Convention Center

- If you need to ship items to Pendleton Convention Center, please send shipments to the below address (**not arriving before** Monday, April 18, 2024.) Outgoing shipments can be picked up on Thursday, April 24. Our Vendor Show ends at 10am and vendors will begin packing things up at that time.

*Attn: OACP Trade Show
Pendleton Convention Center
1601 Westgate Pl
Pendleton, OR 97801*

Trade Show Schedule *(Tentative)*

Tuesday, May 12

Vehicle Placement (Detailed information will be sent to the individual vendors who have vehicles to park.)

Wednesday, May 13

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| 8:00 am – 12:00 pm | Vendor Check-in and Set-up |
| 11:00 – 11:30 am | Vendor & Sponsor Information Meeting in Happy Canyon |
| 12:00 – 1:00 pm | Lunch with Conference Participants (for those vendors choosing to use complimentary meal ticket for this meal) |
| 1:00 – 2:00 pm | Conference Participant Break with Vendors |
| 4:30 – 6:00 pm | Vendor & Sponsor Reception with Conference Participants |

Thursday, May 14

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| 7:30 – 8:30 am | Breakfast with Conference Participants (for those vendors choosing to use complimentary meal ticket for this meal) |
| 8:30 – 9:30 am | Conference Participant Break with Vendors |
| 9:30 am – 12:00 pm | Teardown |

Conference General Schedule for attending Law Enforcement Leaders

We have done our best to create as much time as possible for law enforcement leaders to engage with our vendor partners during the conference, despite time constraints dictated by Oregon's required training hours. We want to acknowledge these time constraints up front and post this conference schedule for you to refer to. We promise we will do our very best to make the Trade Show a positive experience with a satisfying ROI. We welcome any suggestions you may have and will do our best to implement good ideas brought to us by our valued partners.

Conference General Schedule

(Subject to change)

Tuesday, April 22

8:00 am – 5:00 pm	Conference Check-in Available	Lobby
8:00 – 9:00 am	Coffee & Networking Hour	TBD
9:00 am – 12:00 pm	Committee Meetings & Additional Training Sessions (Optional) <i>(More information to come)</i>	TBD
11:00 am – 12:00 pm	OACP Overview presented by President Marcia Harnden: <i>Information for those new to the OACP</i>	TBD
11:00 am – 12:00 pm	OACP Committee Overview: <i>Information for those considering joining an OACP Committee</i>	TBD
12:00 – 1:00 pm	Lunch	TBD
1:00 – 5:00 pm	Board & General Membership Meeting	TBD
5:30 – 6:00 pm	Cocktail Hour	TBD
6:00 – 8:30 pm	Past Presidents' Dinner & Retired Member Reception – ALL ATTENDEES INVITED <i>(Entertainment with Ty Lake)</i>	TBD

Wednesday, April 23

7:30 – 8:30 am	Welcome & New Member Installation Breakfast	TBD
8:30 – 11:30 am	Training – TBD	TBD
11:30 am – 12:30 pm	Lunch with Vendors & Sponsors	TBD
12:30 – 1:30 pm	Break with Vendors	Vendor Hall
1:30 – 4:30 pm	Training – TBD	TBD
4:30 – 6:00 pm	Vendor Reception	Vendor Hall & Happy Canyon

Thursday, April 24

8:00 – 9:00 am	Breakfast with Vendors & Sponsors.	TBD
9:00 – 10:00 am	Break with Vendors	Vendor Hall
10:00 am – 12:00pm	Training – TBD	TBD

12:00 - 1:00 pm	Lunch –	Rooms 1-4
1:00 – 5:00 pm	Training – TBD	TBD
5:30 – 6:30 pm	Cocktail Hour in the iconic Let 'er Buck Room	Pendleton Roundup area
6:30 – 7:00 pm	Cocktail Hour continues (and Group Photo taken at 7:00)	Main Hall (Happy Canyon)
7:00 – 9:00 pm	Awards Banquet & Entertainment (with Scotty Wilson & Music Medicine)	Main Hall

Friday, April 25

7:30 – 8:00 am	Light Breakfast	TBD
8:00 – 11:00 am	Training – TBD	TBD





2026 OACP Annual Conference **TRADE SHOW**

WELCOME TO THE PENDLETON CONVENTION CENTER



Booth Information

- Exhibit booths are pipe and drape (8' X 10')
- Two chairs are included at each table
- Wi-Fi is available for each vendor at no additional charge
- Electricity is available for each vendor at no additional charge

Sponsorship Packages

Please see below the various OACP Sponsorship Packages. Our desire is to provide options that meet the needs and budgets of each organization. By partnering with us as a sponsor, you will receive more visibility prior to, during, and after the conference.

Benefits	Platinum	Gold	Silver	Bronze
10-minute presentation time at conference				
Exhibitor Booth (or vehicle placement)				
Exhibitor Booth				
Sponsorship poster in registration area				
Special signage on tradeshow booth				
One month of a website banner on our website (created by OACP)				
Scrolling Banner on OACP's new app				
Sponsorship poster at one or more of main sessions				
Primary sponsor of one of the conference meals/events				
Acknowledgement of sponsorship on OACP's Members Only Landing Page (with company logo) for one-month post-conference				
Acknowledgement of sponsorship on OACP's Members Only Landing Page (without company logo) for one-month post-conference				
Acknowledgement of sponsorship at Welcome Breakfast				
2 Tickets to Annual Awards Banquet				
Company logo on most conference material				
Listing on OACP's Marketplace				
Acknowledgement on OACP's new app and company logo/information under our sponsorship tile				

Lodging & Travel Options

You will need to make your own hotel reservations. The Pendleton Convention Center does not have its own hotel, but there is ample lodging in the area. Some options include:

- Oxford Suites – .9 mile (3 minutes)
- Radisson – 3.0 miles (6 minutes)
- Holiday Inn Express – 2.3 miles (7 minutes)
- Hampton Inn – 2.2 miles (7 minutes)
- Best Western – 2.2 miles (6 minutes)

Travel Options:

There are two airports nearby:

Pendleton Airport (PDT) is just three miles northwest of Pendleton. Commercial service is provided by Boutique Air to Portland.

Tri-Cities Airport (PSC) in Pasco, WA is 71 miles from Pendleton. It is the largest airport in Southeastern Washington. The airport is served by Delta, Alaska Air, United, Allegiant, Avelo, and American Airlines.

Looking forward to seeing you in Pendleton!



Marie Campbell
OACP Association Executive