



FB INTERNATIONAL, INC
116 Lehigh Drive, Fairfield, NJ 07004
TEL : +1 (201) 337-1985

EMAIL: customerservice@fbinternational.net

Oregon
Convention Center in
Portland, OR
April 15-16, 2025

**FUNCTIONAL
FABRIC FAIR**
POWERED BY **PERFORMANCE DAYS**
MUNICH | NEW YORK | PORTLAND

Exhibiting Quick Facts

Deadline to receive Advance Rates: **Friday March 7, 2025** See our Additional Order Form for more info

Booth Package:
(Examples)

10x15: Veloce Fabric System Structure, 2 LED arm lights, 1 tables, 3 chairs, 2 t-racks, 1 waste basket, 1 company logo

10x30: Veloce Fabric System Structure, 4 LED arm lights, 2 tables, 6 chairs, 3 t-racks, 1 waste basket, 1 company logo

To check the full set of options available, please refer to the individual schematics and to your Show Organizer Sales Representative

Carpet Color: Booth carpet will be European needle punched carpet, blue color; Footwear pavilion will have green color carpet

Show Colors: Backwall - White Fabric Sidewall - White Fabric

*** No form of tape, double sided included, will adhere to the fabric walls. Please contact FB International Inc. for wall hanging options**

Exhibitor Move In: Hall A-B-C: April 14, 2025: 1pm - 5pm

*** All exhibitors must be fully installed by 5pm of Monday April 14, 2025**

Show Days: Tuesday April 15, 2025 9am - 6pm

Wednesday April 16, 2025 9am - 5pm

Exhibitor Move Out: Wednesday April 16, 2025 5pm - 10pm

*** Empties will be returned approximately 2 hours after the show is closed**

Reroute Freight: Thursday April 17, 2025 12pm (noon)

*** All exhibitor material must be removed from the facility by 12pm (noon) on Thursday April 17, 2025. Any remaining material will be brought to the FB International warehouse to await disposition at exhibitor's expense.**

Move-Out Note: All carriers must check in by 9am on Thursday April 17, 2025 to ensure freight is removed by the deadline.

FB International Service Desk: FB Staff will be available for any furniture/booth/shipping/graphic inquiries.

Monday April 14, 2025 1pm - 5pm

Tuesday April 15, 2025 8am - 6pm

Wednesday April 16, 2025 8am -10pm

Labor Information: If you are using FB International labor to assist in your Installation/Dismantling of your booth please fill out and submit the Labor Order Form. Please note rates, hours, and instructions reflected on said forms. Exhibitors supervising labor are required to pick up and release labor at the FB International Service Desk.

Overtime Charges: Please be advised that overtime charges for any type of labor will apply anytime after 4:00pm.



FB INTERNATIONAL, INC
116 Lehigh Drive, Fairfield, NJ 07004
TEL : +1 (201) 337-1985
EMAIL: customerservice@fbinternational.net

Oregon
Convention Center in
Portland, OR
April 15-16, 2025

**FUNCTIONAL
FABRIC FAIR**
POWERED BY **PERFORMANCEDAYS**
MUNICH | NEW YORK | PORTLAND

Exhibiting Quick Facts

Excessive Trash and Booth Abandonment:

Any materials left in and/or around your booth, by the end of the allotted move out time, without shipping labels will be considered abandoned and deemed trash. The exhibitor will be charged accordingly for the removal and disposal of said items. Charges may include dismantle labor, forklift labor, and or dumpster fees.

Advance Warehouse Shipment:

Materials should be shipped to arrive at our warehouse NO LATER THAN Monday March 31, 2025. Freight received after this date WILL NOT BE ACCEPTED! FB International is not liable for any shipment received after March 31, 2025.

If you can not keep to the deadline please ship directly to show site.

Functional Fabrics Fair Portland - Spring 2025

(Your company name and booth # and amount of pieces) See our Shipping & Drayage form for complete details

FB International Inc.

80 North Mojave RD, Suite 160

Las Vegas, NV 89101

Shipments will be received at the exhibit facility on Monday, April 14, 2025 between 8am - 4pm

Direct Shipment to show site:

Functional Fabrics Fair Portland - Spring 2025

(your company name and booth #)

See our Shipping & Dryage form for complete details

FB International Inc

c/o Oregon Convention Center 777 NE Martin

Luther King Jr Blvd.

Portland, OR 97232

*** Please note: Any materials received by FB International are subject to material handling charges and are the exhibitor's responsibility. This applies to all items not ordered through the Official Show Vendors. Please refer to the Material Handling Forms for rates**

Assistance:

We want you to have a successful show. If you are having trouble finding what you need or if we can be of assistance, please email our Customer Service Department at customerservice@fbinternational.net

Remounting of wall graphic:

If you wish to have your existing graphics remounted for the next show, please read the following instructions:

Exhibitors need to send the graphics to our Las Vegas warehouse, within the deadlines of the graphics submission and using the labels made for the material handling.

Exhibitors must advise FB by email, adding a photo of the graphics, the size and position of the graphics on the booth.

The remount process has a fee of \$325.00-500.00/each graphic, based on size. Please follow instructions included in the related order form. The charge is including the cost of the frame rental, transportation and installation at the show; please see the related form to fill.

At the end of the show, exhibitors can remove their wall graphics and take them. The frame will belong to FB and needs to be rented each edition.

Exhibitors can visit the service desk on the morning of the last day of the show for help with the removal of the graphics.

Kindly email customerservice@fbinternational.net if you need any further assistance.