



2024 Londonderry Old Home Day Saturday Events Registration Form

Please provide your contact information and indicate which events (parade and/or booth) you intend to participate in.

Name of Organization/Business:

Please provide your name EXACTLY as you would like it published in promotional materials

Website:

Contact Name:

Email:

Contact Phone:

PARADE REGISTRATION

Number of vehicles: (max 2)

Type of vehicle(s):

Approximate number of marchers:

Using Music/Sound?

Yes

No

Parade Contact:

Parade Contact Email:

Parade Contact Cell:

**Politicians, candidates for office, and political organizations should reach out to OldHomeDay@londonderrynh.org before registering.*

BOOTH REGISTRATION

Description of Booth Display:

Aside from food vendors, all booths must provide family-friendly games, activities, prizes, entertainment, and/or giveaways (company swag alone is not sufficient). Sponsors may sell products/services provided this requirement is met. The purpose of this is to ensure a small-town, family-friendly atmosphere and to make sure that there are plenty of things for children and families to engage with on the Common and at the Lions Hall.

Will you have food?

Yes

No

Are you selling anything?

Yes

No

If selling something, please describe:

Are you a registered non-profit?

Yes

No

Are you based in Londonderry or a Londonderry resident?

Yes

No

Do you need electricity?

Yes

No

Did you participate in 2023?

Yes

No

**If yes, would you like a similar placement? Please include any other placement requests here.
(Re-quests are not guaranteed to be accommodated.)**

See next page for fee schedule & policies

BOOTH FEE SCHEDULE

NON-PROFIT ORGANIZATIONS

BUSINESS & COMMERCIAL

Description	Booth	Electric	Description	Booth	Electric
Local community organization – no sales	\$25.00	\$5.00	Business/Commercial – no sales	\$200.00	\$10.00
Local community organization – food sales	\$75.00	\$5.00	Business/Commercial – food sales	\$250.00	\$10.00
Local community organization – sales of merchandise, memberships, or games/ activities for a charge	\$120.00	\$5.00	Artist Alley <i>(Includes visual arts, musicians, and writers. Artist MUST be present in person and everything for sale must have been created by the artist.)</i>	\$50.00	\$5.00

**There is no cost for parade participation*

REGISTRATION FEE CALCULATION

of booths X booth rate + electricity, if needed = TOTAL:

Submitting an application DOES NOT guarantee acceptance for the parade or a booth. Applications will be reviewed and you will receive notification of our decision. Detailed information will be provided once your application is accepted.

Please make checks payable to Town of Londonderry – Old Home Day. Payment is due at the time of application. All registrations must be received and complete by **July 31, 2024**. You may return this form via mail or in person by dropping it off to Kirsten Hildonen, Administrative Support Coordinator, second floor of Town Hall next to Public Works & Engineering.

Mailing Address: Town of Londonderry – Old Home Day
268B Mammoth Road
Londonderry, NH 03053

If you have any questions or concerns, please reach out to us at OldHomeDay@londonderrynh.org or (603) 432-1100 x153.

PARADE GUIDELINES: The parade lineup is determined by the Town and all decisions of the Parade Coordinator are final. Participants in the parade **MUST** be able to arrive for check-in and lineup between 7:45 am - 9:00 am. Lineup locations will be distributed in early August. All floats with children **MUST** have spotters. **All applications must be received in full by July 31, 2024; late applications will not be accepted.** The parade starts promptly at 10:15 am.

BOOTH GUIDELINES: There are approximately 65-80 rental spaces available and **they always sell out**. Each booth is allocated 12' x 12' ; groups requiring more space must reserve multiple booths. Groups are responsible for providing their own canopies, tables, chairs, and extension cords. Canopies are not required but are **HIGHLY** encouraged to protect from both sun and rain. Priority is given to local non-profit and civic organizations, then local businesses, before other for-profit groups. The Town of Londonderry retains the exclusive right to reject any and all applications so as to maintain the integrity of this family-friendly community celebration. **BOOTHS ARE NOT RESERVED FROM YEAR TO YEAR; you MUST submit a new application for 2024.** Booths must be open from 11:30 am to 4:00 pm.

We expect more than 12,000 people to visit Londonderry on Saturday, so please plan accordingly. Set-up is permitted on Friday, August 16 from 12:00 pm - 5:00 pm, and Saturday, August 17 before 8:30 am. Setup outside of these times is not possible due to the timing of other events. **All applications must be received in full by July 31, 2024; late applications will not be accepted.**