



AFROFEST 2024 – Frequently Asked Questions

1. Where is AFROFEST?

AFROFEST 2024 will be held at Woodbine Park in Toronto:

Woodbine Park

1695 Queen Street East

Toronto, ON M4L1G7

Nearest intersection: Lakeshore Blvd. East and Coxwell Ave or Lakeshore Blvd E. and Eastern Ave.

2. How many days is the festival?

Festival duration is 3 days:

Friday July 5th from 6:00 pm – 11:00 pm,

Saturday July 6th, from 12:00 PM–11:00PM

Sunday July 7th from 12:00PM – 9:00PM

3. What does my vendor price include?

Your vendor price includes your booth space and a 10x10 tent for three (3) days, tent setup/breakdown and one 15-amp electrical outlet.

4. Booth sizes

Food booths are 10'x20'. Merchandise, Drink/Beverage and not-for-profit booths are 10' x10'.

5. How can I pay for my booth space?

Vendor fees can be made payable via certified cheque, money order or bank draft. **Cash, e-transfers and uncertified (personal) cheques will not be accepted.**

Payment can be made by mail to:

MUSIC AFRICA OF CANADA INC

PO Box 30055 North York RPO Downsview

1027 Finch Ave W. #5. M3J 3L6

Ontario, Canada

Application forms and payment must be mailed together.

To book an appointment drop of your completed application and payment in full please contact 416-469-5336, Monday – Friday, 9:00am to 5:00 pm ET.

6. I submitted my completed application along with full payment yesterday, am I approved?

Please allow 5 to10 business days to process your application and give approval.

7. Can I bring my own tent?

PO Box 30055, North York RPO Downsview. 1027 Finch Ave W #5. M3J 3L6. Ontario, Canada

Office: 416.469.5336 • www.AFROFEST.ca • info@musicafrika.ca

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10x10 tents are included with the vendor pricing. All tents will be set up for vendors at the beginning of the festival. **Food vendors** can bring an additional tent to cover their food storage towards the back of their purchased 10x20 vendor space.

8. I would like to rent tables and chairs for the festival.

Music Africa of Canada will not provide rental tables for the festival. All vendors are required to bring their own tables and chairs.

9. Can I share my booth with another vendor?

No more than two (2) vendors are permitted to rent under one vendor booth space. **(Please see shared booth pricing)** All vendors must be registered with Music Africa and have a permit. FAILURE TO COMPLY WILL RESULT IN REMOVAL FROM THE FESTIVAL WITH NO REFUND.

10. I registered early and I would like my vendor space to be located by the entrance.

Vendor spaces are assigned at the time of booking. This is done to avoid confusion at Woodbine Park on the day of the event.

Some booths located at prime spots at the festival will be subject to a premium price.

11. Where do I send my vendor forms?

Vendor forms can be submitted in person (by appointment only) to:

National Event Venue
1000 Finch Ave W.
North York – Ontario
Tel: 416 521 9201

Note: We will not accept any forms without the fees.

To book an appointment drop of your completed application and payment in full please contact 416-469-5336, Monday – Friday, 9:00am to 5:00pm ET.

12. When do my fees and forms have to be submitted?

There are three different stages for submitting your forms and price saving:

- On or before April 14, 2024: Early Bird Special pricing
- April 15 – June 2, 2024: Regular price
- June 3 – June 15, 2024: Late registration (pending availability)

Application and payment can be mailed in or by making an appointment in person. Applications will only be considered once they are received.

13. I'm a food vendor. When do I have to submit my Temporary Food Application Forms?

All Temporary Food Application Forms must be submitted by June 2, 2024. This can be obtained from the city of Toronto or downloaded from www.afrofest.ca.

14. What if I have to cancel my participation at AFROFEST?

If canceling an approved vendor application in its entirety before April 14th, the vendor fee will be



refunded with a cancellation penalty of **\$200**. If an approved vendor application is canceled between April 15 and June 2nd, the vendor application fee will be refunded with a cancellation penalty of **\$500**. There are no refunds after June 2, 2024.



15. What time does the Baobab stage close?

The Baobab stage closes at 9pm on Saturday July 6th and 8pm Sunday July 7th.

16. As a vendor do I need to get Exhibitor/Vendor insurance?

It is MANDATORY that all vendors obtain Exhibitor/Vendor insurance up to 1,000,000.00 in coverage. Certificates must be submitted with completed vendor application. Music Africa of Canada must be included as additional insured.

17. What day and time can I tear down my booth?

You can begin your booth breakdown on Sunday, July 7th 9:30pm. All selling must stop by 10:00pm.

Vendors cannot tear down during the festival as no cars are allowed to drive in the park during the festival hours. Vehicles will not be allowed on site until 10:00pm on Sunday July 7th.

18. What should I do when I arrive to set up?

When you arrive, check in with the AFROFEST Information Booth to receive your vendor package including permit.

Food Vendors: Wednesday July 5, 2024 from 11:00am – 7:00pm

Food and Merchandise Vendors: Thursday July 6, 2024 from 11:00 am – 8:00 pm

Food and Merchandise vendors: Friday July 7, 2024 from 10:00am–4:00pm

Merchandise & Not for Profit organizations: Saturday July 6, 2024 from 7:00am to 10:00am

****Note:** All vehicles are expected to be out of the park by 4:00pm on Friday and 9:00am on Saturday and Sunday. No vehicles will be allowed into the park after 9:00am on Saturday and Sunday.

19. If I have questions and/or need help onsite, who do I contact?

The AFROFEST Information booth will always be monitored by board members, staff and volunteers. AFROFEST will also have volunteers wandering the park during set-up and during the day for onsite assistance.

20. Where can I park for AFROFEST?

There is a parking lot located north of the park off Eastern Avenue/Coxwell. There is a parking lot south of the park connected to Woodbine Beach. There is also various street parking surrounding the park. Please note that parking is at the expense of the vendor and is not included with your vendor fees.

Is the park TTC accessible?

Yes. From Coxwell subway Station, take the 22A South bus to the Queen Street East stop. Once there, walk south for approximately 2 minutes.