



AFROFEST – Frequently Asked Questions

1) What does my vendor price include?

Your vendor price includes your booth space for two days, permit, \$50 non-refundable environmental fee and one 15-amp electrical outlet.

2) Booth sizes

Food booths are 10' x 20'. Merchandise, Drink/Beverage and not-for-profit booths are 10' x 10'. African Village 1 6ft table.

3) How can I pay for my booth space?

Vendor fees can be made payable via certified cheque, money order or bank draft. Please make them payable to **MUSIC AFRICA OF CANADA INC.**

Payment can be made in person or sent by mail.

Music Africa Inc. head office is located at:

21 St. Clair Avenue East, Suite 802

Toronto, ON M4T 1L9

Fees are also payable by e-mail transfer to vendor.payments@musicafrika.ca

4) 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.

5) I registered early. I would like my vendor space to be located by the entrance

Vendor spaces are not assigned on a first-come, first-served basis, rather it is based on best fit at the discretion of Music Africa organizers. Mapping the vendors for placement at the festival allows Music Africa to maintain a high level of variety of vendors and their products, therefore avoiding excess duplication where necessary.

6) Where do I send my vendor forms?

Vendor forms can be submitted in person, sent electronically to info@musicafrika.ca or in person at the Music Africa head office:

21 St. Clair Avenue East, Suite 802

Toronto, ON M4T 1L9

7) 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 17 - Early Bird Special
- April 18 -May 11
- May 12 – June 8



8) 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 11, 2020.

9) What if I have to cancel my participation at AFROFEST?

There are no refunds and no cancellations. Once your application has been approved.



What is the African Village?

African Village is for new and/or upcoming merchandise vendors only. You will be provided with one 6-foot table to sell your merchandise under a shared space. Please note that all items sold in the village MUST fit on your table. You cannot have any beside, behind or in front. This includes banners and clothes racks. Limited spots available.

Can I rent tables, chairs and tents for my vendor booth?

Please indicate on your application whether you require table and tents rentals.

Tables can be rented for \$40 each along with a \$40 deposit each table. 10 x 10 tents can be rented for \$160, this includes set up and tear down

When is AFROFEST?

AFROFEST 2020 is a two-day festival held Saturday, July 4 from 12:00 pm to 11:00 pm and Sunday, July 5 from 12:00 pm to 8:00 pm.

Where is AFROFEST?

AFROFEST 2020 will be held at Woodbine Park in Toronto:
Woodbine Park
1695 Queen Street East
Toronto, ON M4L 1G7
Nearest intersection: Lakeshore Blvd. East and Coxwell Ave

What day and time can I set up my booth?

Thursday, July 2, 1:00 to 8:00 pm
Friday, July 3, 10:00 am to 8:00 pm

NOTE: There are no trucks allowed in the park on Saturday, July 4, if you have larger equipment or a lot of material required for set up, please be sure to set up on Friday, July 3, 2020.

What day and time can I tear down my booth?

You must breakdown your booth on Sunday, July 5, 9:00 pm. All selling must stop by 9:00 pm.

Vendors cannot tear down during the festival as no cars are allowed to drive in the park during the festival hours.

DAY OF THE FESTIVAL

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.

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.

If I rented tables and/or a tent for my booth, where do I pick them up?



Please check in with the AFROFEST Information Booth.



Where can I park for AFROFEST?

There is a parking lot located north of the park off of 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 cost of the vendor and is not included with your vendors 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.

I am a food vendor and accepted a food voucher from an AFROFEST volunteer. How do I get reimbursed?

Please send originals of each food voucher to the Music Africa head office for reimbursement. All vouchers must be received by August 10, 2020. Mailing envelope will be provided in Vendor Package.