

May 4, 2011

Michael Stohr
President, Afrofest

Sent by e-mail: president@musicafrika.org

Dear Michael:

The review of your revised proposal May 3, 2011 is complete. Thank you for your efforts in addressing the concerns discussed Friday April 29, 2011.

Below are the comments and clarifications related to your submission. Once these minor pieces are clarified I anticipate your permit will be approved:

- Main stage and speaker lighting details are now clarified as submitted.
- Baobab area combined with Drumming Zone as described is acceptable.
- Children's Village as described is acceptable.
- African Marketplace descriptors of the type of vendors and locations are acceptable. Noting particularly that 25 food vendors will be placed on the north side of Wellesley St.
- We will accept 40 vendor concessions as indicated on the site map of May 3, 2011.
- We will accept 10 spaces to be used on the lower section of the North West quadrant for community, non-profit information education displays with no sales / vending or solicitation of donations allowed. This gives you a total of 50 vendor spaces in the park area. Please confirm if Toronto Water or Tourism Toronto will be on site, what their requirements will be and for what period of time.
- Please describe what the Official Headquarters' site consists of. Such as size, nature of the site, whether or not sales or solicitation of donations occurs here.
- Please provide a copy of the Vendor Code of Conduct you are having the vendors sign prior to May 13, 2011. Once each vendor has signed them please provide copies to the Customer Service staff at the end of each week until all approved vendors have been submitted. This is to be completed no less than 3 weeks prior to the event.
- Vendor Set up and Take down. Please provide a copy of the Set up / Take Down schedule indicating the time slots you mentioned in your submission. This can be done when you submit the Vendor Code of Conduct and the Visitor's Code of Conduct for our files.
- Vehicles in the park will be limited to a maximum of 3 for media and the beer garden. All other vehicles will be transitioning in and out as per the schedule and will not be remaining in the park.
- Vendor set up will commence Friday July 8, 2011 at 8:00 p.m. and will be completed no later than Monday July 11, 2011, 6:00 a.m.

- Street Closures will be limited to Wellesley St. and emergency lanes will be kept clear.
- The closure of Queen's Park Crescent will require approval from Transportation Division. Written approval is to be submitted to the Customer Service unit once it is obtained.
- A copy of the Waste Diversion plan is to accompany your permit along with the name of the company you will be using in order for final approval to be granted.
- The number of generators required, their location within the park and the means by which they will be protected is to be provided in writing and on the site map in advance of final approval being granted.
- Environmental protection. Please provide a duty roster to the Customer Service unit 2 weeks in advance of the event outlining the lead volunteer, the number of volunteers on their AEP Squad and the duties they will perform.
- Crowd Control. Please identify the Private Security Company you have engaged for the event and provide a descriptor of the AfroFest Security team - how many, duties, how they differ from the AEP Squad.

Thank you for your attention to these items. I look forward to receiving the last pieces of information to complete the process.

Yours truly,



Sandy Straw
Manager Parks
Toronto & East York District

cc: Councillor Kristyn Wong-Tam
Richard Ubbens, Director Parks
Mark Hawkins, General Supervisor
Pamela Jackson, Supervisor Customer Service