



# 2025 Event Participant Information

**Completed applications are processed in the order received until spaces are filled.**

All applicants need to create an account at [CivicRec](#) for fee processing.

Questions? Please email [events@lakestevenswa.gov](mailto:events@lakestevenswa.gov) or call (425) 622-9406.

## 2025 Events

Great Egg Hunt at the Cove	April 19	10:00A – 12:00P
Gaming by the Lake	May 3	10:00A – 8:00P
Movie in the Park	August 8	8:15P – 10:45P
Movie in the Park "Goonies"	August 22	7:45P – 10:30P
Going a Viking	September 20	10:00A – 6:00P
HarvestFest	October 31	4:00P – 7:00P
WinterFest	December 13	4:00P – 7:00P

## Participant Type Information

**Food Vendors:** May sell food and drinks, prepared or packaged. Must provide the following documents with the application:

- Certificate of General Liability Insurance with Finished Products Coverage
  - List "The City of Lake Stevens, its employees, officials, officers, and volunteers" as an additional insured
  - Limits of 1 million dollars per occurrence / 2 million dollars aggregate
- Menu that will be served (or list of items, if prepackaged) and sales price of each
- If a Food Truck, the Snohomish Regional Fire & Rescue inspection certificate

**Commercial Business Vendors:** Advertisement or promotion of a company. May include taking signups at the event. A 'no purchase necessary giveaway' of company product is allowed with preapproval. May not sell items at the event.

**Non-Food Retailers:** May sell non-food items relating to the theme of the event. Must provide the following documents with the application:

- Certificate of General Liability Insurance with Finished Products Coverage
  - List "The City of Lake Stevens, its employees, officials, officers, and volunteers" as an additional insured
  - Limits of 1 million dollars per occurrence / 2 million dollars aggregate
- List of item types being sold in the booth

**Non-Profit Promotion Only:** Organizations that want to promote their group, advertise future activities, or recruit members. May not sell items, solicit, or fundraise at the event.

**Activity Providers:** Groups providing something for attendees to engage with. May not sell items. Requests for fundraising or solicitation must be included in the application and receive written approval to conduct these activities.

**Entertainment Providers:** Individuals or groups performing at the event. May hand out group information about upcoming activities or performances. May not sell items, solicit, or fundraise at the event.

**Classes/Demonstration Providers:** Individuals or groups that wish to teach skills at events. May hand out group information about upcoming activities or classes. May not sell items, solicit, or fundraise at the event.



# 2025 Event Participant Information

## Great Egg Hunt – North Cove Park & Mill Spur

**Application Deadline: April 12, 2025**  
Setup 9:00-9:45A / Teardown 12:00-1:00P

**Fees:** \$50 for food vendors  
\$25 for commercial business or non-food retailers  
\$15 for non-profit promotion-only  
\$0 for activities, entertainment, or classes/demonstrations

### Vendor Space Availability:

- ◆ Food vendors: 3-4 (1 substantial food, 1-2 sweet treats, 1-2 beverages)
- ◆ Commercial business vendors: 3
- ◆ Non-food retailers (theme-seasonal, youth, family, etc.): 4
- ◆ Non-profit promotion-only: 2
- ◆ Activities: 2
- ◆ Entertainment: 2 slots of 25 minutes each
- ◆ Classes/Demonstrations: 0

Gaming by the Lake – The Mill & North Cove Park

Celebration of games, tabletop roleplaying, collectible card games, cosplay, and pop culture.

**Application Deadline: April 26, 2025**

Setup 8:00-9:45A / Teardown 8:00-9:00P

- Fees:
  - \$100 for food vendors
  - \$50 for commercial business or non-food retailers
  - \$30 for non-profit promotion-only
  - \$0 for activities, entertainment, or classes/demonstrations

### Vendor Space Availability:

- ◆ Food vendors: 1-3 (1 substantial food, 1 snack, 1 sweet treats)
- ◆ Commercial business vendors: 3
- ◆ Non-food retailers (theme-games, cosplay, pop culture, etc.): 10
- ◆ Non-profit promotion-only: 2
- ◆ Activities: 6
- ◆ Entertainment: 4 slots of 25 minutes each
- ◆ Classes/Demonstrations: 9 slots of either 25 or 55 minutes each

#### **Movie in the Park TBD (Animation) – Lundeen Park**

August 8, 2025      Event Time: 8:15P – 10:45P

Activities including crafts & trivia and watching a movie on a big screen under the stars.

**Application Deadline: August 1, 2025**

Setup 7:15-8:00P / Teardown 10:45-11:30P

- Fees:
  - \$50 for food vendors
  - \$50 for commercial business or non-food retailers
  - \$30 for non-profit promotion-only
  - \$0 for activities, entertainment, or classes/demonstrations

#### Vendor Space Availability:

- Food vendors: 1 (0-1 snacks, 0-1 sweet treats-no frozen)
- Commercial business vendors: 0 [may sponsor the event-inquire for more information]
- Non-food retailers (theme-animation, movies, family, etc.): 1
- Non-profit promotion-only: 1
- Activities: 2
- Entertainment: 1 slot of 25 minutes each
- Classes/Demonstrations: 0



# 2025 Event Participant Information

## Movie in the Park "Goonies" – Lundein Park

August 22, 2025

Event Time: 7:45P – 10:30P

Activities including crafts & trivia and watching a movie on a big screen under the stars.

Fees: \$50 for food vendors

\$50 for commercial business or non-food retailers

\$30 for non-profit promotion-only

\$0 for activities, entertainment, or classes/demonstrations

**Application Deadline: August 15, 2025**

Setup 6:45-7:30P / Teardown 10:30-11:15P

## Vendor Space Availability:

- Food vendors: 1 (0-1 snacks, 0-1 sweet treats-no frozen)
- Commercial business vendors: 0 [may sponsor the event-inquire for more information]
- Non-food retailers (theme-pirates, adventure, movies, family, etc.): 1
- Non-profit promotion-only: 1
- Activities: 2
- Entertainment: 1 slot of 25 minutes each

## Going a Viking – Lundein Park

September 20, 2025

Event Time: 10:00A – 6:00P

**Application Deadline: September 6, 2025**

Setup 8:00-9:45A / Teardown 6:00-7:30P

An interactive living history Viking camp and a celebration of our Lake Stevens High School Viking students!

Fees: \$100 for food vendors

\$50 for commercial business or non-food retailers

\$30 for non-profit promotion-only

\$0 for activities, entertainment, or classes/demonstrations

## Vendor Space Availability:

- Food vendors: 4-5 (2 substantial food, 1-2 snacks, 1 sweet treats-no frozen)
- Commercial business vendors: 3
- Non-food retailers (theme-LS High School, Vikings, homestead, crafts, fantasy, etc.): 10
- Non-profit promotion-only: 2
- Activities: 4
- Entertainment: 2 slot of 25 minutes each
- Classes/Demonstrations: 6 slots of 25 minutes each or 55 minutes each

## HarvestFest – Downtown Lake Stevens

October 31, 2025

Event Time: 4:00P – 7:00P

**Application Deadline: October 17, 2025**

Setup 2:00P-3:45P / Teardown 7:00-8:00P

Community focused safe trick or treating, seasonal crafts, games, and an up-close look at trucks and big rigs.

Fees: \$100 for food vendors

\$50 for commercial business or non-food retailers\*

\$30 for non-profit promotion-only\*

\$0 for activities, entertainment, or class/demonstrations

\* Fees waived if a treat is provided to youth participants (estimated 1200-1500 youth)

## Vendor Space Availability:

- Food vendors: 4-6 (2-3 substantial food, 1 snack, 0-1 sweet treats, 1 hot beverage)
- Commercial business vendors: 6
- Non-food retailers (theme-seasonal, youth, glow in the dark, etc.): 6
- Non-profit promotion-only: 14
- Activities (Touch a Truck): 8-10, final number based on space.
- Activities (Other): 6
- Entertainment: 0
- Classes/Demonstrations: 0



# 2025 Event Participant Information

## WinterFest – Downtown Lake Stevens

December 13, 2025      Event Time: 4:00P – 7:00P

Community celebration with entertainment, seasonal crafts, games, and the City tree lighting ceremony.

**Application Deadline: November 29, 2025**

Setup 2:00P-3:45P / Teardown 7:00-8:00P

Fees:    \$100 for food vendors  
          \$50 for commercial business or non-food retailers  
          \$30 for non-profit promotion-only  
          \$0 for activities, entertainment, or class/demonstrations

### Vendor Space Availability:

- ◆ Food vendors: 4-6 (2-3 substantial food, 1 snack, 0-1 sweet treats, 1 hot beverage-not coca)
- ◆ Commercial business vendors: 6
- ◆ Non-food retailers (theme-seasonal, youth, holidays, gifts, cultural celebrations, etc.): 6
- ◆ Non-profit promotion-only: 4
- ◆ Activities: 8
- ◆ Entertainment: 5 slots of 25 minutes each, 1 slot of 20 minutes
- ◆ Classes/Demonstrations: 0