



Preservation Parks of Delaware County Geocache * Owner Guidelines

** The word Geocache is used to refer to both a geocache and letterbox.*

- Before a geocache can be placed in a park, an application must be submitted with an original signature. The application must specify the park desired for the placement of the geocache, along with the desired geocache location within the park. Locations listed must be within three feet of a designated trail, in a public-use area, or in an area designated by the park manager for geocaching.
- Each participating park will have a limited number of available permits. When there are no available permits, the geocache owner's name can be placed on a waiting list, or an application for another park can be submitted. If there is a waiting list at the park, applications will be held in the order, by date, that they were received.
- An appointment must be made with the park manager of the individual park to view the proposed placement site and to discuss the means of distribution of coordinates and other information about the geocache. Once a site has been approved by the park manager, the application will be assigned a permit number.
- After the permit has been issued, the applicant may place a box at the designated site. The geocache must be in a plastic container with the permit number clearly visible on the outside of the box. A copy of the "Rules for Geocachers" must be taped to the inside of the lid. If a geocache is placed without a permit, before a permit is issued, or in a non-approved location, the geocache will be confiscated. An appropriate box must be used; e.g., no ammunition boxes are allowed.
- Only one permit per park, per individual, will be issued each year, and permits will expire on Dec. 31 each year, regardless of the date of issue. At the end of the year, the geocache owner may reapply, by submitting a new application and indicating that it is a renewal.
- The geocache owner is responsible for checking the box each month. If any illegal item is found, it should be reported to Park District staff immediately. No food, alcohol, drugs, firearms, or any other dangerous, illegal, or inappropriate items

will be permitted in the geocache. A periodic check will be conducted by park personnel to assure the proper usage of the box.

- If there is a noticeable environmental impact on the geocache site, or any problems arise with the box, the owner will be contacted by Park District personnel.
- If the owner notices any problem arising from the geocache or its location, the owner shall contact Park District personnel.
- The owner must include Preservation Parks “Rules for Geocachers” in conjunction with the distribution of coordinates for the site.
- If at any time the geocache site violates Preservation Parks Rules and Regulations, or the Geocaching Policy, the geocache can be confiscated by Park District personnel and not returned to the owner.

For questions about the Preservation Parks Geocache Policy, Regulations and Guidelines, please call 740-524-8600, ext. 4.

www.preservationparks.com

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