

Geauga Park District  
9160 Robinson Road  
Chardon, Ohio 44024



1-800-536-4006 in County  
(440) 286-9516 Phone  
(440) 286-1285 Fax

## GEOCACHE /LETTERBOX PERMIT APPLICATION

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### **Geocache/Letterbox Location**

Park: \_\_\_\_\_

Trail(s): \_\_\_\_\_

Description of Area: \_\_\_\_\_

\_\_\_\_\_

Description of Cache/Letterbox and Contents : \_\_\_\_\_

\_\_\_\_\_

*For Geocaching Only*

Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Permit is good from date issued to **March 1st** of the following year. After that date, the cache/letterbox must be removed or moved and the new location re-permitted.

We request that you monitor this cache/letterbox and you maintain it to be family friendly. This means the cache/letterbox will not contain food, alcohol, firearms, drugs, and dangerous or adult items.

We also require that you direct people seeking your cache/letterbox to follow established trails most of the way to your cache/letterbox. We discourage off trail hiking, as it negatively impacts the environment.

A permit will be issued to you upon approval of your application. Please allow 10 days for a response.

Please forward any questions or concerns to Judy Barnhart, Nature Education Coordinator, 440.286.9516, Ext. 2011 or to [jbarnhart@geaugaparkdistrict.org](mailto:jbarnhart@geaugaparkdistrict.org).

## **GEOCACHE/LETTERBOX PERMIT GENERAL INFORMATION**

1. Application or letter is sent to Judy Barnhart, Nature Education Coordinator, Geauga Park District, 9160 Robinson Road, Chardon, Ohio 44024, or emailed at [jbarnhart@geaugaparkdistrict.org](mailto:jbarnhart@geaugaparkdistrict.org).
2. Once received, application or letter will be reviewed by the Geocache Committee. They will consider the cache/letterbox location, and whether there would be negative impact to the park area.
3. Committee will make a recommendation for approval to the Executive Director, Tom Curtin.
4. Permit will be issued. Permit is valid from date issued to March 1<sup>st</sup> of the following year. After that date, the cache must be removed or moved and a new location re-permitted. Once received by applicant, applicant must sign and return a fully executed copy of the permit. Activation of the permit takes place when the Park District receives this fully executed copy of the permit.
5. Permit holder will be responsible for:
  - a. Monitoring of the cache monthly;
  - b. Contents of cache must be family friendly.  
Family friendly means the cache/letterbox will NOT contain food, alcohol, firearms, drugs, and dangerous or adult items.
  - c. You direct people searching for your cache/letterbox to follow established trails most of the way to your cache/letterbox. The Park District discourages off trail hiking, as it negatively impacts the environment.
  - d. Become familiar with Geauga Park District's Rules and Regulations. You will be responsible for any violation and damage to Park property. (\*This does not include any damage or violations as the result of another Park patron.) Park Rules and Regulations are available upon request.
  - e. Premises must be restored to original condition immediately following the conclusion of the activity.
  - f. Geauga Park District retains the right to terminate the conditions of the permit at any time.
  - g. Permit holder must agree to indemnify, hold harmless, and if requested, defend Geauga Park District, the Board of Park Commissioners and their officers, employees, and agents from and against any claims arising out of any and all personal injuries, property damage or other losses or expenses experienced, suffered, or sustained by any person or entity during or in connection with the exercise of the privileges herein granted.