

## **PERMIT APPLICATION INFORMATION FOR GEOCACHE/OTHER HIDDEN OBJECT**

1. Send application to Judy Barnhart, Field Naturalist, by e-mail [jbarnhart@geaugaparkdistrict.org](mailto:jbarnhart@geaugaparkdistrict.org) or mailed to Geauga Park District, 9465 Kinsman Rod, Novelty, Ohio 44072. Be sure to complete all information requested.
2. Once received, application will be reviewed by the Geocache Committee. Please allow a minimum of three weeks for processing. They will consider the cache/other hidden object, and whether there would be a negative impact to the park area. The hidden object may be placed on a provisional basis to be certain of exact location and impact issues. Publication on the Internet cannot occur until permit is approved. If a permit cannot be issued for that location, the owner must remove the container within 2 weeks. Unclaimed containers will be removed by Geauga Park District.
3. Hidden object must be in place before you submit your application.
4. Permit is valid from date of issue to March 1<sup>st</sup> of the following year. A permit extension can be requested if there has no detrimental impact on the environment. Permits may be renewed a maximum of three times. Hidden objects must be promptly removed after permit expiration.
5. Permit holder must agree to the following conditions and regulations:
  - a. Monitoring of the cache/other hidden object monthly;
  - b. Contents of cache/other hidden object must be family friendly.  
Family friendly means the cache/other hidden will NOT contain food, alcohol, firearms, drugs, and dangerous or adult items.
  - c. You direct people searching for your cache/other hidden to follow established trails most of the way to the location. 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 are responsible for any violation or damage to park property directly related to the manner in which you hide your cache/other hidden object.  
<http://www.geaugaparkdistrict.org/documents/GPD-Rules-&-Regs.6.07.pdf>
  - f. Geauga Park District retains the right to terminate the permit at any time if necessary.
  - 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.
6. Geocaches must be listed with [geocaching.com](http://geocaching.com). Munzees must be listed with [Munzee.com](http://Munzee.com) and letterboxes must be listed with [AtlasQuest.com](http://AtlasQuest.com).

Geauga Park District  
9465 Kinsman Road  
Novelty, Ohio 44072



(440) 279-0880 Phone  
(440) 338-7148 Fax

**GEOCACHE/OTHER HIDDEN OBJECT PERMIT APPLICATION**

**Use separate application form for each individual geocache/other hidden object.**

Geocache  Letterbox  Munzee  Quest

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

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

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

Email Address: \_\_\_\_\_ Caching/User Name \_\_\_\_\_

**Geocache/Other Hidden Object Location**

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

Trail & Location (Be specific in starting location and which side of the trail.)

Cache/Letterbox/Munzee/Quest Name: \_\_\_\_\_

*For Geocaching /Munzee Only (List all stages of a multi.)*

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

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

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

Container Size: Micro  Small  Medium  Large

Please give a detailed description of the geocache/other hidden object, its contents, and the method/style of the hide. Attach another sheet of paper if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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We request that you monitor this cache/other hidden object and you maintain it to be family friendly. This means the cache/other hidden object will not contain food, alcohol, firearms, drugs, and dangerous or adult items. We also require that you direct people seeking your cache/other hidden object to follow established trails most of the way to your location. 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 three weeks for processing. Please forward any questions or concerns to Judy Barnhart, Field Naturalist, 440.279-0880 ext.0890 or to [jbarnhart@geaugaparkdistrict.org](mailto:jbarnhart@geaugaparkdistrict.org).