



Ohio Department of
**NATURAL
RESOURCES**

APPLICATION TO PLACE GEOCACHE OR SIMILAR DEVICE
ODNR Division of Parks and Watercraft



INSTRUCTIONS AND STATEMENTS:

1. The Ohio Department of Natural Resources (ODNR) Division of Parks and Watercraft continues to offer its properties to those visitors that participate in Geocaching, Earth Caching, Letterboxing, or similar activity. To best manage this type of activity and to ensure the safety of both the visitors and the property, the division has established guidelines and a permitting process for those requesting to place caches on Parks and Watercraft managed properties. For these guidelines Geocaches, Earth Caches, Letterboxes, or similar items will be referred to as caches.
2. Prior to placing caches, a permit from ODNR Division of Parks and Watercraft is required.
3. Caches should be placed in a sealable container that includes the ODNR Division of Parks and Watercraft's permit number. If the container is too small to write the number on the outside, then it is acceptable to write the permit number on a piece of paper and place it in the container. The container should not be constructed or placed in a way that causes alarm to the public. Caches should be family friendly and not contain food, wildlife attractants, firearms, drugs, alcohol, pornography or other adult items, or any other inappropriate items.
4. Caches will not be permitted on golf courses, rented sites such as camps or cabins, in areas deemed unsafe, areas closed to the public, or areas identified as restricted or culturally sensitive. Caches may be placed in any other areas that are open to the public and so it does not interfere with other visitors or general operations of the facility. Do not climb trees to place caches. All caches will be required to be above ground and not buried. Please contact the park office of choice to discuss locations if you have any questions.
5. All cache permits will expire on December 31st of that year and are required to be renewed by permit no later than January 31st of the following year. Any cache not renewed by permit will be required to be removed by the cache owner. Any caches on property after January 31st that are not removed by the owner could be removed by ODNR Division of Parks and Watercraft. The cache will be disposed of without notification to the cache owner. If the permitted cache owner chooses to change the location, remove, or add additional caches, the cache owner must make notice to the local manager within 48 hours of the changes to the permit.
6. Caches shall only be permitted if available to the public without a fee. Caches advertised only to a fee-based membership group will not be permitted.
7. ODNR Division of Parks and Watercraft will not be responsible for the security of caches.
8. All ODNR Division of Parks and Watercraft rules and Ohio Administrative and Revised Code still apply.
9. ODNR Division of Parks and Watercraft reserves the right at any time to limit the amount or remove a cache if it has an adverse effect to visitors, the property, or the property's operations.
10. Applications should be mailed or emailed to the park where the cache is being placed.

I have read and agree to all the terms and statements listed above: _____

Sign & Date

**OHIO STATE PARKS AND WATERCRAFT
GEOCACHE PERMIT**

Applicant Name:

Phone Number:

Address:

Email Address:

Name of facility where caches will be placed:

Description of Cache (What does it look like?)

Coordinates of Cache (Location)

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Manager Signature: _____
Sign & Date

Permit Number: _____

Copy of permit provided to LE Supervisor

Updated 3.2018