



# **A G R E E M E N T**

for the use of  
**Hamilton County Parks and Recreation Facilities**  
Geocaching

The following rules and regulations have been promulgated by the Hamilton County Parks and Recreation Department for any person, group, corporate or other entity using geocaching. Strict adherence to these rules is required, and any request for a waiver of any rule must be made in writing. No waiver, change or amendment of these rules will be affected unless made in writing and signed by the Parks Department Director or designate.

## **ARTICLE I PURPOSE OF AGREEMENT**

- A. Purpose:**
1. The purpose of this bulletin is to provide guidance for the management of geocaching activities on Hamilton County Parks and Recreation (HCPR) properties. Any person who participates is subject to all HCPR rules and regulations. Geocaching is an activity that requires a permit so that HCPR staff can monitor the activity within park boundaries and prevent any detrimental impact on the parks themselves, as well as protect the safety of all park patrons.

## **ARTICLE II PERMIT APPLICATION**

- A.** A person wishing to place a cache within one of HCPR's managed properties must obtain an "official geocaching permit" before placing the cache. A cache that has been placed without obtaining a permit from the department will be removed and may be returned to the owner. If the owner cannot be reached the cache will then be disposed of by department staff within one month of the contract.
- B.** The property manager or the department designee is authorized to issue, condition, or deny any permit application.

## **ARTICLE III GENERAL PROHIBITIONS, LIMITATIONS, AND REQUIREMENTS**

- A.** The following applies to the placement of any cache and/or any geocaching activity:
1. A person must not violate any HCPR rule or regulation, nor any local, state, or federal laws.
  2. Areas within parks that contain any of the following may not qualify for placement of geocaches:
    - a. Areas containing environmentally sensitive ecosystems.
    - b. Areas containing historical sites.
    - c. Areas containing endangered flora or fauna.
  3. A person must not dig or otherwise disrupt the ground when placing a cache.
  4. A person is allowed to apply for ONE permit which will allow them to place ONE cache within all of HCPR's property.
    - a. The maximum number of caches per HCPR properties is up to the discretion of the property manager of that park.
  5. The person who holds the permit must inspect the cache at least once every six months to ensure that it meets all permit criteria. During the inspection, the permit holder must remove any inappropriate items. These include, but are not limited to, food, alcohol, firearms, drugs, items not suitable for minors, or others items that may pose a danger to people or wildlife.
  6. An official geocaching permit expires five years after the date of issue.

**ARTICLE IV  
PERMIT STANDARDS**

- A.** The property manager or department designee shall exercise reasonable discretion in determining whether to issue, condition, or deny an application for an official geocaching permit. In the exercise of discretion, the following factors and principles apply:
1. A cache cannot be approved for placement in any sensitive archaeological, historical, or ecological area.
  2. Any scheduled resource management activity, such as prescribed burns and species eradication, shall be considered in evaluating a permit application.
  3. A cache cannot be approved for placement in an area that could reasonably cause danger to a geocaching participant or to any other person who visits a HCPR property.
  4. The property manager or department designee has the right to require a person requesting an official geocaching permit to provide a photograph of the cache, the exact site and coordinates where the cache is placed, or both.

**ARTICLE V  
PERMIT SUSPENSION OR REVOCATION AND SITE RECLAMATION:**

- A.** The property manager or department designee may suspend or revoke a geocaching permit if a term of the permit is violated, or if the location of the cache is found to pose a threat to the safety of park visitors or the surrounding environment. The property manager or department designee shall make every attempt to notify the permit holder of the action, as well as any designated websites. The reason for the property managers or department designee's actions shall be recorded on the permit. If the permit holder elects to relocate the cache, a new permit will need to be reviewed and issued.
- B.** Upon the suspension, revocation, or termination of a geocaching permit, the permit holder is responsible for the removal of the cache, for site restoration, and for any associated expenses.



# Official Geocaching Permit Form



Name of Owner:	Date Submitted:
Submitted By:	Cache Name as listed on www.geocaching.com:
Phone Number:	E-Mail Address:
Street Address:	City/State/Zip Code:

## Geocaching Information

Physical description of container:	Official Geocache Label Water Resistant Attached Photograph to Permit
GPS coordinates for cache location:  Latitude                      Longitude	Physical description of the area the cache is located:

I understand that caches not in compliance with the terms of this license will be removed from the property and this license voided for failure to comply.

I understand that I am to monitor this cache at least once every six months and maintain it to be family friendly.

### Any additional comments or request, please attach appropriate paperwork.

It is understood that no person, group, or organization has any vested right to the exclusive use of park property. The use of all/any park property is subject to availability and approval by the Hamilton County Parks and Recreation Department and is subject to the policies, rules, regulations, and guidelines of the Hamilton County Parks and Recreation Department. All requests and paperwork related to it must be received by the Hamilton County Parks and Recreation Department within 10 days of launch date.

It is understood that the Hamilton County Parks and Recreation Department sponsored activities have priority over all other activities in using park facilities and this permit is subject to cancellation in the event of an emergency. If a special use permit is granted, the users agree to be responsible for any accidents or injuries sustained by any person attending or participating in the program or activity at the park, and to be responsible for the replacement in case any damage or loss is incurred. All users agree to adhere to the rules, applicable federal, state and local laws and any specific guidelines outlined in the special use permit. The hereby signer acknowledges receipt of the rules.

(Please Initial) I have read and agree to abide by all rules and regulations in AGREEMENT pertaining to this rental.

Date:	Signature:
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### Departmental Use Only

Information Received On:	Amount Due:	Receipt Number:	Check Number:
Approved By: _____ Declined By: _____			