



Geocaching/ Letterboxing RULES AND REGULATIONS

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GENESEE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY
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INTRODUCTION

This document provides guidance for visitors interested in participating in geocaching or letterboxing activities on park lands administered by the Genesee County Department of Parks, Recreation, and Forestry (county parks or recreation areas).

Geocaching is a recreational activity involving the use of hand-held GPS (Global Positioning System) unit to locate “caches” whether virtual, now called “waymarks”(a scenic overlook), or real (a container including logbook.) The most common form of geocaching involves individuals placing caches and sharing the locations of these caches on the Internet (www.geocaching.com). Participants use the location coordinates to find the caches. Once found, participants sign the logbook found in the cache container. They post their “find” on the on-line logbook. They may also place or remove appropriate items from the cache. Letterboxing is similar but involves using only clues to find the hidden container.

PERMITS

Geocaching and letterboxing are regulated activities within the Genesee County Parks System. In order to protect sensitive park areas, all people wishing to place a geocache/letterbox within a Genesee County Park or Recreation Area must receive a permit and follow the regulations as stated below. In addition to a geocaching permit, groups who want to conduct a short-term, sponsored event may be required to complete a Special Use Permit for the event.

GEOCACHING PLACEMENT RULES AND REGULATIONS

1. Participants must comply with all Geocaching guidelines and Genesee County Department of Parks, Recreation, & Forestry Rules and Regulations. Visit www.geocaching.com for guidelines and www.co.genesee.ny.us to review rules and regulations.
2. Due to sensitive areas within the parks, the location of the cache is subject to the approval of the Parks Supervisor or a staff member designated by the Supervisor. Upon receipt of the permit application, the cache location(s) can either be approved or disapproved, or require modification to the location of the cache. Upon approval, the cache can then be placed. At any time, the Parks Supervisor retains the right to remove, or have removed, a cache it feels is; in an inappropriate location, is causing an impact on park resources or for other reasons deemed inconsistent with the mission of the Genesee County Parks.
3. Caches can remain in place from the date a permit is issued until April 30 of the next year. After that date, the cache must be removed or re-permitted. This is done to protect areas from foot traffic. If caches are moved or removed during this period, the park must be notified and geocache re-permitted.
4. Geocaches must be placed no farther than 20 feet away from a marked trail. Cache locations must be naturally occurring hiding spots. There can be no trees cut, pruned or have things attached to them with nails, screws or other fasteners; holes dug; vegetation removed, trimmed or planted. No caches can be placed in birdhouses, nests, or in animal dens, holes or burrows.
5. Due to safety concerns, caches will not be permitted in sensitive areas (e.g., wetlands, protected areas, near rare plants, steep slopes, underground, underwater, open waters, etc.).
6. Containers must be clearly marked “GEOCACHE-Please Don’t Take or Throw Away.” Do not use PVC or metal pipes or any other containers that might cause alarm.
7. Offensive, pornographic, illegal or dangerous items are not allowed in any cache. Food or drink is not to be placed in a cache to avoid attracting wildlife.
8. Caches placed to promote commercial, political, religious or other social agendas will not be allowed.
9. The Genesee County Department of Parks, Recreation & Forestry has the right to limit the number of caches per site.
10. Upon expiration of permit, the permit holder is responsible for removing the cache and for removing the cache location from all website and any other information source.

11. If the permit holder fails to remove the cache, it will be removed by park staff and held for ten (10) days, after which staff will dispose of the cache. Confiscation and disposal by park staff will be recorded on original permit.
12. Metal detectors may not be used in cache searches.
13. The following statement shall be included on the geocaching.com web page:

This cache is located within the (Genesee County Park & Forest) or (DeWitt Recreation Area), part of the Genesee County parks system. For general information, please call 585-344-8508 or visit our website at www.co.genesee.ny.us. All park rules and regulations apply!

PERMIT APPLICATIONS

To obtain a permit application, contact the Genesee County Department of Parks, Recreation & Forestry office at Genesee County Department of Parks, Recreation and Forestry 153 Cedar Street, Batavia, NY 14020, 585-344-8508 or email: coparks@co.genesee.ny.us to receive a copy. Anticipate that it may take up to 30 days for your application to be reviewed by Park staff before you receive your permit.



Geocache Permit No. _____

Geocaching/Letterboxing SITE PERMIT APPLICATION

Timothy Hens
Highway Superintendent
Paul Osborn
Parks Supervisor

GENESEE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY
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CACHE OWNER INFORMATION:

Name _____ Geocaching User Name _____

Address _____

City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____ E-mail _____

Driver's License Number _____

CACHE INFORMATION:

Cache Name _____ Type of Cache _____

GPS Location coordinates _____

Physical description of area _____

Description of container and contents _____

We ask that on the geocaching.com webpage the following statement be included when posting a cache:

This cache is located within the (Genesee County Park & Forest) or (DeWitt Recreation Area), part of the Genesee County parks system. For general information, please call 585-344-8508 or visit our website at www.co.genesee.ny.us and click on Parks. All park rules and regulations apply!

We request you monitor this cache on a monthly basis and you maintain it to be family friendly. This means the cache should contain no food, alcohol, firearms, drugs, and dangerous or adult items. Permit is good from date of issue to April 30 of the next year. After that date, the cache must be removed or re-permitted. A cache can be removed at the discretion of the Genesee County Parks, Recreation and Forestry Department at any time without notice.

I hereby agree to and respect and adhere to the regulations set forth in the Geocaching Placement Rules and Regulations. In addition, the Genesee County Department of Park, Recreation and Forestry shall assume no responsibility whatsoever for the loss or damage to the property or injury of the permit holder form and cause and permit holder agrees at all times to indemnify, protect, and save harmless the Genesee County Department of Parks, Recreation, and Forestry and its agents, and employees from liability in connection with permit holder's property and/or operation under this permit.

Permit Holders Signature _____ Date _____

Please forward any questions or concerns to: Parks Supervisor
Genesee County Department of Parks, Recreation and Forestry
153 Cedar Street, Batavia, NY 14020
E-mail: coparks@co.genesee.ny.us

Locations Reviewed by:

Geocache Specialist _____ Park Maintenance Staff _____ Parks Supervisor _____

Permit Authorized by: _____ Date _____