



Permit # \_\_\_\_\_

# Medina County Park District GEOCACHE / LETTERBOX PERMIT APPLICATION

Name: \_\_\_\_\_ Caching/User Nickname: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Cache/Letterbox Name: \_\_\_\_\_

Size of Cache/Letterbox:     Micro         Regular         Large         Earth

Cache/Letterbox container description & contents: \_\_\_\_\_

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

Location (GPS coordinates): \_\_\_\_\_

Physical Description of Hiding place (please include pictures): \_\_\_\_\_

Will this cache be listed on Geocaching.com or a letterbox site?     YES         NO

Permits are valid from the date issued to May 1. To keep a current cache/letterbox in the same location, a renewal application must be submitted for review no later than March 1 each year. All other caches/letterboxes must be removed by May 1. Caches/letterboxes may not stay in the same location for more than three consecutive years.

The permit number **must** be clearly written on the cache/letterbox container. You are required to monitor this cache/letterbox monthly and maintain it as family friendly. The cache/letterbox should contain no food, alcohol, firearms, drugs, dangerous, or adult items.

People seeking your cache/letterbox are to follow established trails to your cache/letterbox. **The Medina County Park District prohibits off-trail hiking (per Park Code 15.3), as it negatively impacts the environment. "Cache in, trash out" is encouraged.**

A permit will be issued upon approval of your application.

*For Office Use Only*

Site Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Approved                       Denied

Reason: \_\_\_\_\_

Director's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Return your completed form to:

Shelley Tender, Program Coordinator  
6364 Deerview Lane  
Medina, OH 44256

Fax: 330.239.6424

E-mail: stender@medinco.org