

EXPECTATIONS FOR GEOCACHES

CACHE REGISTRATION

- All caches placed on Saint Paul Parks and Recreation parkland must be registered.
- Caches need to be public – no member only or subscription caches.
- Unregistered caches will be removed.

CACHE LOCATION

- Saint Paul Parks and Recreation is not responsible for the protection of caches placed in areas subject to active resource management like prescribed burns, invasive species removal, or in areas planned for facility development.
- Caches are not allowed in areas identified as restricted. These areas include golf courses and sensitive natural areas where foot traffic may negatively impact plant and animal communities or create erosion concerns.
- Caches should be located so that existing trails can be used to get close to the cache.
- Caches may not be buried, nor may vegetation or cultural features be damaged in the process of placing, accessing or maintaining the cache.
- It is the responsibility of the permittee to follow all Saint Paul Parks and Recreation Park Rules (found at <http://www.stpaul.gov/index.aspx?nid=1196>), as well as the guidance provided in this document.
- Saint Paul Parks and Recreation reserves the right to limit the number of caches in any given park, on a park-by-park basis.

CACHE BOXES

- The container must be marked with the following information: the text “Geocache”, and the name of the cache as it appears on the associated website.
- Maximum size of the cache containers is approximately 8”x12”x4” or a container not exceeding 400 cubic inches.
- Caches may only contain a logbook in which to record visits, a description of geocaching and non-perishable, family-friendly items.
- Caches are not to contain items that are offensive, dangerous or illegal

CACHE MAINTENANCE AND PERMIT RENEWAL

- Persons responsible for a cache/letterbox will be contacted annually to: a) insure that the geocache/letterbox is still active, b) address any issues that may have arisen and c) renew the permit.
- It is the responsibility of the cache/letterbox owner to maintain the cache/letterbox container and contents in good condition. This includes things such as removing excess items and things that are not family-friendly. Saint Paul Parks and Recreation reserves the right to remove caches that are not properly maintained or do not have a valid permit.
- Saint Paul Parks and Recreation reserves the right to remove, or have removed, a cache it feels is in an inappropriate location, is causing undue

impact on the surrounding habitat or for other reasons is deemed inconsistent with the mission and rules of Saint Paul Parks and Recreation.

OBTAINING A PERMIT TO PLACE A GEOCACHE

Applications to place a geocache on Saint Paul Parks and Recreation land can be found at <http://www.stpaul.gov/forms.aspx?fid=98>.

Applications will be processed by Environmental Services staff within 2 weeks of submittal. Before approving a geocache placement, staff will use the coordinates provided by the applicant to verify that the geocache will not be placed in a restricted area.

Environmental Service will contact geocache owners annually to verify that the cache is being actively maintained, and to renew the cache permit.