



Urbana Park District Geocaching Procedures

January 2016

As the recreational sport of geocaching continues to gain popularity, the Urbana Park District outlines the following procedures for placing approved caches in district parks and natural areas.

1. Geocache locations must be approved before placement in any district park or natural area. To apply, complete the attached application and return to 1011 E Kerr Ave Urbana, IL or email to urbanaparks@urbanaparks.org. Changes or relocation of any cache must also be reported to the park district.
2. Geocaches are typically no larger than an ammo box. Applications for caches larger than 4"x8"x12" should include information about the size needs. It must also include a label noting "This geocache has been approved by the Urbana Park District. Questions? Call 217-344-9583."
3. Allowed in geocaches:
 - Any small trinkets, coins, toys or other objects with limited monetary value as well as a pen and log.
 - Objects not allowed in geocaches include food, alcohol, weapons, or other inappropriate or dangerous materials.
4. Cache location:
 - The cache location must be no further than 20 feet from a designated path within the park or in a mowed and easily accessible park area unless approved by the Urbana Park District. Please provide exact details and rationale for your cache location request.
 - The cache must not be attached to any natural feature or buried under ground, although geocaches are allowed to be hidden under or behind natural features such as trees, logs or rocks. The cache must not be placed in any unsafe terrain.
 - The cache must not be attached to any built structure including bridges, buildings, piers, electrical boxes, fences, etc. except by magnet.
5. When the approved location is placed on the geocache website you must note:
 - The geocache is on Urbana Park District land with written permission.
 - No removal, cutting or trampling of brush is allowed; visitors must remain on mowed park land or designated trails until closely approaching site.
6. You must abide by all Urbana Park District rules and regulations while geocaching on District property. See <http://www.urbanaparks.org/parks/park-guidelines/> for more information.
7. The District is not responsible for lost or stolen geocaches or any accidental damages to geocache containers due to routine park maintenance or natural occurrences such as flooding, fallen trees etc.



Urbana Park District Geocache Permit Application

Urbana Park District approval is required for all geocaches on district land. Questions, please call 217-344-9583.

Applicant's Name: _____ Date: _____

Address: _____ City: _____ State: _____ ZIP: _____

Phone: _____ Cell: _____

Email: _____ Geocaching.com Username: _____

Cache Name: _____ Park: _____

Location Coordinates- Latitude: _____ Longitude: _____

Physical description of Cache site: _____

Physical description of container and its contents (be as specific as possible) and include a picture of the cache box and its proposed location: _____

Written geocache description to appear on Geocaching.com:

I have read and agree to abide by the attached Urbana Park District Geocaching Procedures.

Applicant's Signature: _____ Date: _____