CITY OF GAINESVILLE

Department of Parks, Recreation and Cultural Affairs
Nature Operations Division

Procedure For Placing A Geocache In A Gainesville Nature Park:

1. **Read this Policy and Guidelines. Permit is required!**
2. **Complete the Permit Application.** Application forms are available online at www.natureoperations.org, and should be mailed to: Nature Operations Division, City of Gainesville, Station 66, Box 490, Gainesville, FL 32602.
3. There is no fee to obtain a Geocache Permit.
4. A Permit or denial letter will be issued to the applicant within 30 days.
5. Upon issuance of a permit, the cache owner may proceed as follows: The cache owner will obtain an appointment with a Nature Operations Division staff member who will approve placement of the cache.
6. The Cache Owner is **responsible for care and monitoring of the cache** while on City of Gainesville Recreation & Parks Department property.
7. NOD is **not** responsible for lost, stolen, or damaged, or inaccessible items, including caches damaged or destroyed by prescribed fire or other land management activity, or caches made inaccessible by unscheduled park closure for any reason.
8. NOD reserves the right to remove permitted geocaches without advance notice for any reason.
9. ALL City of Gainesville Ordinances and NOD regulations must be followed, including use of the park only during open hours (from dawn to dusk or as otherwise specified). For a complete listing of City of Gainesville nature parks and conservation areas, please visit the NOD website at www.natureoperations.org.
10. When choosing a location for a geocache, owners should be aware of the perception of other park visitors and non-geocachers. Caches that interfere with current park activities, pavilion reservations, or other recreational park activities will not be approved. Cache locations should not pose any danger to those searching for the cache or to other visitors. NOD retains the right to remove a cache in the interest of protecting the park environment and/or visitor safety.
11. No archaeological, historic, or ecologically sensitive sites will be used for cache locations.
12. To prevent damage to sensitive areas, caches in nature parks or natural areas must be reachable **while standing on a boardwalk, roadway, trail, or walkway**, or other area officially accessible to the public.
13. **No burying or digging is permitted.** Cutting trees, shrubs, or plants is also prohibited.
14. Geocaches must be clearly labeled “Official Geocache” with the permit number on the inside and outside of the container. Inside the container must be a log book, owner contact information, and a brief information sheet about geocaching for unexpected discoverers to understand the cache process.

15. This policy is effective immediately for all geocaches located in City of Gainesville nature parks or conservation areas. All current caches are subject to the procedure outlined above. Any caches whose owners have not sought approval from NOD within 60 days will be removed.
16. Non-permitted caches or caches moved to non-approved locations may be removed and destroyed by NOD at any time.
17. NOD may issue permits for “Micro” caches (such as a 35mm film container), “Regular” caches (such as a plastic kitchen container), and “Virtual” caches (no cache container, the location is the cache itself). Multi-stage caches are not allowed in nature parks or natural areas due to the sensitivity of our sanctuaries. No “Large” caches (e.g., buckets, ammo-cases or PVC pipe containers) are permitted.
18. The number of Cache permits may be limited depending on the size of the park or other considerations. It will not be the responsibility of NOD to maintain any type of “wait list” for permit slots in a park.
19. The Cache owner must provide all application information and be available to accompany the reviewer to the proposed cache location, if requested.
20. No firearms, weapons, ammunition, food, alcohol, drugs, explosives, or hazardous, toxic, or “adult” items may be included in the cache. Cache contents must be suitable for all ages.
21. Caches placed on RPD parks should be available to all members of the public via www.geocaching.com. Caches with restricted or private access (such as caches accessible to members only) will not be permitted.