



**METROPARKS  
TOLEDO**

# Metroparks Toledo Geocache Application Form

## Cache Owner Information

Name: \_\_\_\_\_ Geocache User Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Mail Permit Yes \_\_\_\_ No \_\_\_\_ Pick-Up Permit at Wildwood Preserve, Metz Visitor Center: \_\_\_\_\_

## Cache Information

Cache Name(s) (as listed on **all** geocaching websites) \_\_\_\_\_  
Types of cache:    \_\_\_\_ Traditional    \_\_\_\_ Multi-Cache  
                          \_\_\_\_ Micro            \_\_\_\_ Mystery  
  
Physical description of cache container and contents: \_\_\_\_\_  
  
Is this a cache renewal?        Yes                    No  
If yes, what year was original cache permit approved? \_\_\_\_\_

## Cache Location

\_\_\_\_ Wildwood                    \_\_\_\_ Swan Creek                    \_\_\_\_ Secor                    \_\_\_\_ Side Cut  
\_\_\_\_ Pearson                    \_\_\_\_ Oak Openings                    \_\_\_\_ Providence                    \_\_\_\_ Farnsworth  
\_\_\_\_ Bendview                    \_\_\_\_ Middlegrounds                    \_\_\_\_ Toledo Botanical Garden                    \_\_\_\_ Blue Creek  
\_\_\_\_ Wiregrass

Parking lot closest to cache: \_\_\_\_\_

Directions to cache location (please include trail name/color): \_\_\_\_\_

Proposed Cache Location Coordinates:

Longitude: \_\_\_\_\_

Latitude: \_\_\_\_\_

Additional way points (if multi-cache) Please list all: \_\_\_\_\_

Description of hiding place (i.e. in stump, behind large rock, etc. **Please be very specific**)

Approximate distance from trail (All caches must be placed within 30 feet of a trail):

*Attach a photo of the cache container in its hiding spot.*

I have read the Metroparks Toledo Rules and Regulations and geocaching conditions and my cache is in compliance. I understand that I am responsible for the cache. Metroparks Toledo staff may check on my cache and remove it if it does not adhere to the rules and regulations and the geocache placement guidelines. I agree that Metroparks Toledo is not responsible for lost or stolen caches.

Sign Here: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

(If submitting electronically, please type your full name and email to [Jerri.Fink@MetroparksToledo.com](mailto:Jerri.Fink@MetroparksToledo.com))

Mail To: Metroparks Toledo Attn: Jerri Fink 5100 W. Central Avenue Toledo, Ohio 43615 (419) 407-9700



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## **Geocaches in the Metroparks**

All geocaches within the Metroparks require a permit. Please download and return a completed permit application. Completed applications can be submitted by email. Please direct questions about the Geocache program to:

[Jerri.Fink@metroparkstoledo.com](mailto:Jerri.Fink@metroparkstoledo.com)

Metroparks of the Toledo Area

5100 W. Central Avenue

Toledo, OH 43615

(419) 407-9701

### **Geocache Placement Guidelines**

Anyone wanting to place a cache at a site within the Metroparks must first fill out a geocache permit application. Only one permit is allowed per person, per park, and a maximum of 3 permits will be issued per person. The permits will be available January 1, 2018 to January 15, 2018 for renewal permits only. Each permit must be renewed every year. Renewal permits may be issued twice for up to three consecutive years.

Renewal permits must be fully completed by January 15, 2018 and approved by the Metroparks. Any existing permits that have not been renewed by January 15, 2018 will be available for anyone starting January 16, 2018. Any cache not renewed will be removed from the Metropark(s) within 30 days. Metroparks will not be responsible for any damaged or missing caches.

Starting January 16, 2018 you can apply for any existing open permits. Renewal permits will be issued for three (3) consecutive years. Only one permit per person per park. There is a maximum of three (3) permits per person in all the Metroparks.

All sites must be approved by Metroparks staff before a permit will be issued. You can submit your GPS coordinates before January 1, 2018 to see if your site could be approved. GPS coordinates should be emailed to [Jerri.Fink@MetroparksToledo.com](mailto:Jerri.Fink@MetroparksToledo.com) before the permit can be approved. Once the permit has been approved you can publish your cache on Geocaching.com.

Permit applications are good for one cache only. Each approved cache will be given a unique permit number and a physical permit card. These cards will be color coded each year; cache owners must update their permit card each year a cache is renewed. Permit cards can be picked up in the Visitor's Center at Wildwood during open hours, or they can be mailed to you. The card must be displayed and visible on the outside of the cache. For micro/devious caches a permit sticker will also be available that can be placed on the log-book inside the cache. The cache application will now ask for a photo of the cache in place.

Caches should be monitored monthly and maintained as a family friendly cache. Caches should contain no food, firearms, drugs, alcohol, or any adult items. If any such items are found within a cache, they should be reported to a ranger immediately. Inappropriate caches will be removed by park personnel.

Placement and access to the container cannot damage any park property, vegetation or wildlife. Certain areas within the Metroparks are restricted due to Natural Resource Management, sensitive wildlife habitats, or safety concerns. Not every park is a suitable site for cache. Parks not listed on the Geocache Application form do not allow caches.

Caches should be placed in safe areas and be reachable from ground level (no higher than 5 feet off the ground). Caches can't be buried in the ground or placed more than 30 feet from a marked trail. No caches will be permitted along the mountain bike or horse trails. For multi-caches, all parts of the cache must abide by these guidelines. The Metroparks will need coordinates to all multi-cache parts. Metroparks staff may periodically verify geocache coordinates to ensure placement guidelines are being met. Regardless of whether or not a permit has been issued, Metroparks reserves the right to ask that any geocache be moved to meet placement guidelines or facilitate park needs.

Containers used cannot be metal or resemble anything that might cause public alarm. The requesting party must abide by all Metroparks rules and regulations.