



Johnson Appointed Metropolitan Park District  
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**INSTRUCTIONS AND GUIDELINES:**

1. The Johnson Appointed Metropolitan Park District continues to offer its properties to those visitors that participate in Geocaching, Earth-Caching, letterboxing, or similar activity. To best manage this type of activity and to ensure the safety of both the visitors and the property, the park district has established guidelines and a permitting process for those requesting to place caches in Park District managed properties. For these guidelines Geocaches, Earth Caches, letterboxes, or similar items will be referred to as caches.
2. Prior to placing caches, a permit from the Johnson Appointed Metropolitan Park District is required.
3. Caches should be placed in a visible container that includes the permit number. If the container is too small to write the number on the outside, it is acceptable to write the permit number on a piece of paper and place it in the container. The container should not be constructed or placed in a way that causes alarm to the public. Caches should be family friendly and not contain food, wildlife attractants, firearms, drugs, alcohol, pornography or other adult items, or any other inappropriate items.
4. Caches will not be permitted in areas deemed unsafe, areas closed to the public, or areas identified as restricted or culturally sensitive. Caches may be placed in any other areas that are open to the public and will not interfere with other visitors or general operations of the facility. Do not climb trees to place caches. All caches will be required to be above ground and not locked. Please contact the park office to discuss locations if you have any questions.
5. All cache permits will expire on December 31<sup>st</sup> of that year and are required to be renewed by permit no later than January 31<sup>st</sup> of the following year. Any caches not renewed by permit will be required to be removed by the cache owner. Any caches on property after January 31<sup>st</sup> that are not removed by the owner shall be removed by Johnson Appointed Metropolitan Park District. If the cache owner chooses to change the location, remove, or add additional caches, the cache owner must make notice to the Park District within 48 hours of the changes to the permit.
6. Caches shall only be permitted if available to the public without a fee. Caches advertised only to a fee based membership group will not be permitted.
7. Johnson Appointed Metropolitan Park District will not be responsible for the security of caches.
8. All Johnson Appointed Metropolitan Park District rules, and Ohio Administrative and Revised Code still apply.
9. Johnson Appointed Metropolitan Park District reserves the right at any time to limit the amount or remove a cache if it has an adverse effect to visitors, the property, or the park district's operations.