



ST. CHARLES COUNTY PARKS DEPARTMENT

APPLICATION FOR GEOCACHE or LETTERBOX PERMIT

St. Charles County Parks welcomes geo-gaming as a healthy physical activity that encourages outdoor adventures. The purpose of this permit is to establish management and placement guidelines so as to minimize the impact on natural and cultural resources in our parks. There is no fee to obtain a Permit.

Today's Date _____ I am requesting a permit for a _____ Geocache _____ Letterbox

Park where Geocache/Letterbox will be placed _____

Geocache/Letterbox Name _____

Placer's Trailname _____

Contact Person (*real name*) _____

Address _____
(Street) (City) (State) (Zip Code)

Home Phone _____ Mobile Phone _____

GEOCACHES	LETTERBOXES
1.Coordinates: _____	1. Attach clues (please decode any puzzles)
2.Physical Location Description: _____ _____	2. Attach park map with location marked
3.Attach park map with location marked	

Websites where cache/box will be listed: _____

Requestor hereby agrees to the following conditions:

The permittee is required to clearly label the container with "OFFICIAL LETTERBOX" or "OFFICIAL GEOCACHE". Caches will be assigned a Permit Number that must be clearly and permanently marked on the container.

Containers should be waterproof and see-through for park staff to see through to ensure proper contents.

Containers should not be placed in or around campsites and picnic shelters.

Containers may not be placed in or on buildings or structures(i.e. signs, shelters, tables, play structures), in sensitive archaeological, historical, or ecological areas such as historic buildings, caves, glades, landscaped planting beds, or locations that contain rare plant species. No digging or disruption of soil or rock walls is permitted when placing a container.

Containers may not be placed in locations that could potentially endanger those searching for them, e.g., on cliffs or bluffs, in or near bodies of water, or in areas prone to frequent flooding. No Extreme Caches. Caches with difficulty rating 4 or above will not be permitted.

Permittee accepts the possibility that a container may be stolen, damaged or destroyed by other area users, or as a result of common natural resource management activities, such as prescribed burns.

In the event that the container is missing or removed, the permittee must notify the parks department so that this permit can be cancelled and update the status of the cache/box on the above listed website(s).

Permittee accepts that the area manager may remove the container if it becomes unsightly, the surrounding natural resources are adversely affected, or the container contains items that are not family-friendly.

Requestor's Signature: _____

MAIL FORM TO: St. Charles County Parks and Recreation Dept.
Attn: Permits
201 N. Second St. – Swt. 510
St. Charles, MO 63301

FOR OFFICE USE ONLY

SPECIAL USE AUTHORIZATION: Approved _____ Denied _____ Assigned Permit Number: _____

Reason for denial _____

Signed by _____
(Director of Parks) (Date)