

1

WEBSTER COUNTY CONSERVATION GEOCACHE PLACEMENT PERMIT

INSTRUCTIONS & INFORMATION

- 1.) Review *Geocaching Placement Guidelines* (page 3 of this document)
- 2.) Complete permit application, sign, date, and email to conservation@webstercountyia.org or mail to 1415 Nelson Avenue, Fort Dodge, Iowa 50501
- 3.) Review and approval may take up to two weeks. Applicant will be notified by email and hard copy.
- 4.) Cache may be placed upon receipt of an approved permit.
- 5.) It is the responsibility of the permittee to follow all geocache guidelines.

This permit is valid for **12 months** from the approval date. After that date the cache must be moved and a new location permit issued or removed from the premises.

Cache Owner Information

Name _____

Geocaching Nickname _____

Address _____

City _____ State _____ Zip _____

Phone # (_____) _____ Email _____

Cache Information

Cache Name _____

Geocaching Website Listing _____

Type of Cache: Virtual _____ Traditional _____ Multi-cache _____

Physical Description of Container: _____

Cache Location

WCCB Park or Wildlife Management Area: _____

GPS Coordinates (WGS84) _____

Description of hiding place: _____

*I certify that all of the above information is true and correct to the best of my knowledge.
I understand that I must follow all WCCB regulations as well as the WCCB guidelines for
geocaching.*

Signature of Applicant _____ Date _____

Official Use Only

APPROVED _____	
DENIED _____	Justification _____
_____	_____
Conservation Staff _____	Date _____
PERMIT EXPIRES _____	

WEBSTER COUNTY CONSERVATION GEOCACHE PLACEMENT POLICY

The Webster County Conservation Board permits geocaching in keeping with its mission to provide opportunities for safe, outdoor recreational activities. The purpose of this policy is to establish management guidelines for geocaching to minimize the impact on the natural and cultural resources managed by the Webster County Conservation Department and to provide a safe form of recreation for the public.

You are welcome to place a cache on WCCB land as long as they comply with the requirements of this permit. Applications may be submitted by email or mail. Approval of the permit may take two weeks from the date that it is submitted.

Geocache Placement Guidelines

- 1.) A *Geocache Placement Permit* must be filed and approved by the Webster County Conservation Department prior to posting the cache on a geocaching website.
- 2.) At a minimum, *Cache Listing Requirements/Guidelines* developed by *Groundspeak*, and posted at geocaching.com must be followed when placing a cache.
- 3.) All Conservation Board rules and regulations and state, federal, and local laws apply.
- 4.) The cache container must be clearly marked on the outside with “Official Geocache” and the name of the cache.
- 5.) We request that you monitor this cache every two (2) months and you maintain it to be family friendly. This means the cache should contain no food, alcohol, firearms, drugs, dangerous items, or adult items.
- 6.) We request that you direct people seeking your cache to follow established trails most of the way to your cache. Off-trail hiking is discouraged for the safety of visitors and the protection of environmentally sensitive areas.
- 7.) An approved permit is valid for **12 months** from the approval date. After that date, the cache must be moved and a new location permit issued or removed from the premises.
- 8.) The WCCB, through its director or designee, reserves the right to terminate approval for placement of a geocache on WCCB land for any reason at any time. Caches not in compliance with the terms of this permit will be removed and the permit will be revoked.

The original copy of the completed permit application will be retained at the WCCB office. A copy of the permit, approved or denied, will be retained by the cache owner. If a permit is denied the owner will be notified immediately and the justification will be recorded on the permit application.