



DEPARTMENT OF ENVIRONMENT AND CONSERVATION
TENNESSEE STATE PARKS



GEOCACHE PLACEMENT SITE PERMIT APPLICATION

Follow all placement procedures for your request to be processed quickly. Once this application has been submitted and reviewed, you will then be notified if approved.

Name: _____

Address: _____

Phone #: () _____ Fax #: () _____

E-mail Address: _____

Cache Name: _____

Name of Park: _____

Nearest Parking Area (description and coordinates): _____

Location (description and coordinates): _____

Physical description of container: _____

Type of cache (i.e.: mini, small, etc.) Please include a picture of the proposed geocache. _____

- Permit is good for one year from the date issued. After that date, the permit will be reviewed to either extend the permitted location or the cache must be removed or moved to a new permitted location.
- You are required to monitor this cache monthly and maintain it to be family friendly. (The cache will contain no food, alcohol, firearms, drugs, dangerous items or adult items).
- You are required to direct anyone seeking your cache to follow established trails to your cache. There are many areas where off-trail hiking is not allowed as this negatively impacts the environment.

Mail, fax or e-mail the completed form to: _____

Park Name: _____

Park Address: _____

Park Fax #: () _____

E-mail: _____

___ Approved ___ Denied _____

Signature: Park Manager

GUIDE TO HIDING GEOCACHES IN TENNESSEE STATE PARKS

ALL caches placed on Tennessee State Parks property must have prior approval. This guide is to help in understanding the requirements needed for a cache approval. Once you have reviewed and followed these requirements, submit your permit application for approval. For additional information about geocaching, visit www.geocaching.com

Step 1 – Research a cache location

When thinking where to place a cache in a Tennessee State Park, keep in mind:

- Will it be easy to get to? – Try locating a place that will take a bit more time to reach, preferably on foot. DO NOT bury the container or place it off-trail.
- Will it be easy to find? – If the cache is too visible, close to busy roads, trails, etc., there is more of a chance someone may stumble upon it. Be sensible, not over difficult.
- Will the location disturb other park visitors or the environment? – Be respectful of any area you consider placing the cache. If it's the location of an endangered species or off-trail with delicate ground cover, keep in mind that others will be walking in these areas. Be mindful of protecting the fragile environment as well as any and all historical and cultural resources found near your cache site.
- Is the location unique or interesting? – The big reward for geocachers, other than finding the cache itself, is the location. A prime hiking spot, great view shed, unusual location, etc. are all good places to hide a cache.
- Will your cache be traditional, micro or virtual? – Depending on the location, decide whether to place a traditional, micro or virtual cache. Which would work best for the area chosen.
- Does it meet requirements to be listed on the geocaching web site? – Be sure to review the guidelines on geocaching.com for listing a geocache on the website.

Step 2 – Preparing your cache

Use a water resistant container. Example: plastic buckets, Tupperware or Rubbermaid containers, film canisters, or watertight bags. Whatever container you use, mark your cache so anyone not playing can understand what it is if they happen upon it. It is recommended that you include a welcome note for the cache finder, explaining the cache. Geocaching.com has a letter you can use in both Microsoft Word format and Text format. You may also put goodies in the cache. Keep it fun and family oriented.

- Ideas of items that may be placed in a cache – CD's, Trading Cards, gift certificates, dollar bills, trinkets, low cost toys, silly putty, action figures, etc.
- DO NOT put food or candy in a cache! – *Critters will bite, nibble or swallow your cache in an attempt to get to the goodies.*
- Other items not allowed in a cache – Alcohol, tobacco, firearms, prescription or illegal drugs.

The caching permit is subject to ALL rules and regulations of Tennessee State Parks.

Step 3 – Report the cache

Submit your Tennessee State Parks permit application. You will be notified if your cache is approved. If approved, you are then ready to report the cache to geocaching.com.

Step 4 – Maintain the cache

Once you place your cache, it is your responsibility to maintain it and the area around it. Tennessee State Parks permits are only valid for one year. You'll need to check on your cache often to ensure it is not impacting the area and, to ensure that it's in good repair.

Step 5 - YOU MUST HAVE AN APPROVED PERMIT BEFORE PLACING IT ON GEOCACHING.COM