



Anderson Township Park District

*Play Everyday in Our Yard!*

**Guidelines for Placing Geocaches or Letterboxes within the Anderson Township Park District (ATPD):**

1. Must use a normal type of container (i.e., it cannot resemble a pipe bomb or otherwise cause alarm to the public, etc.) and provide a description of it.
2. Must be placed on or near an authorized trail. An authorized trail is one that is maintained by the ATPD, usually has either asphalt, crushed gravel or wood chip base. The container cannot be placed more than 25 feet from the trail. The container cannot be placed in any unsafe areas (i.e., near a steep embankment).
3. Placement or access to the container cannot damage park property or vegetation.
4. All materials must be safe and appropriate for families and children.
5. Requesting party is responsible for checking container contents, as well as its proper location.
6. The ATPD must be given the actual location of each container. (For example, the container is .5 miles into the Oakleaf Trail, under the log to the right of the trail sign that is titled "What Good is Dead Wood?").
7. Each request will be given a registration number by the ATPD that must be visible on the outside of each container.
8. The ATPD will record the contact information of the requesting party associated with the container.
9. Annual renewal is required for all active boxes.
10. The requesting party must abide by all ATPD By-laws.

By placing this cache/box, I agree to abide by the above guidelines and I will check the cache/box on a regular basis and notify the ATPD if the box is removed. I understand that this registration must be renewed annually by the "Renewal Date" listed above. I further understand the ATPD accepts no responsibility for caches/boxes left on park property, nor does the ATPD assume any maintenance responsibility for the caches/boxes.

Requesting Party Signature\_\_\_\_\_ Date\_\_\_\_\_

Printed Name\_\_\_\_\_

**Anderson Township Park District**  
**Geocache/Letterbox Registration Form ~ Revised 11/1/10**

**Placed by:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Description of cache/box: \_\_\_\_\_

Description of the Location: \_\_\_\_\_

\_\_\_\_\_ . \_\_\_\_\_

Type of Container: \_\_\_\_\_

Contents of the Container: \_\_\_\_\_

Date Placed: \_\_\_\_\_ (mm/dd/yyyy)

Check one: \_\_\_\_\_ New or \_\_\_\_\_ Renewal

**A confirmation email will be sent to you along with the assigned Registration Number.**

If you have any questions about this form, please call Emily Armstrong at (513) 388-5096.