INTRODUCTION
This document provides directions and the application form for visitors interested in establishing a geocache (including earth and other forms of geocaches) or letterbox site on lands owned or managed by the Kentucky Department of Parks. PERMIT REQUIRED

1. The person responsible for the cache/letterbox must have an approved permit from the Kentucky Department of Parks before the cache/letterbox is placed on lands owned or managed by the division. Each cache/multi-cache or letterbox requires its own permit.

2. In addition to a geocaching/letterbox permit, groups who want to conduct a short-term event may be required to obtain a Special Use Permit for the event.

SELECTING A SITE

1. You will need to meet with the park manager or his/her designee to assist you in selecting an appropriate location for the cache/letterbox. This site must be pre-approved by the park manager and or designee. Contact information for individual Kentucky State Parks may be found at www.parks.ky.gov

2. Caches/letterboxes are not allowed on golf courses, in areas deemed unsafe, areas closed to the public, or areas identified as restricted. Several Kentucky State Parks, including Blue Licks, Carter Caves, Cumberland Falls, John James Audubon, Kingdom Come, Natural Bridge and Pine Mountain, have dedicated State Nature Preserves. For the purpose of coinciding with the Kentucky State Nature Preserves Commission's Geocaching policy, nothing physical can be placed in this area. See the Park Interpreter staff to determine appropriate areas for cache placement on these parks.

3. Caches may be placed in public areas if they do not to interfere, or detract from other park visitors' experiences.

4. Caches should not be placed any further than arm's length from a designated trail. Caches should not be placed in fragile areas such as rock houses, bogs, wetlands, steep slopes, historic structures, and other sensitive sites.

5. All geocaching.com guidelines are will be followed in addition to Kentucky Department of Parks guidelines.

GEOCACHE OR LETTERBOX SPECIFICATIONS

1. Containers must be non-breakable, have some form of latch or other closing mechanism to prohibit access by wildlife.

2. Caches/letterboxes may only contain non-perishable, family friendly items and a log book or rubber stamp (for letterboxes). Inappropriate or dangerous items such as, but not limited to: food, medications, personal hygiene products, pornography or weapons of any type are not allowed.

3. It is the responsibility of the cache/letterbox owner to maintain the cache/letterbox container and contents in good condition. This includes things such as removing excess items and items that are not family friendly.

IMPORTANT TO KNOW

1. Caches/letterboxes may be temporarily removed or permanently relocated to accommodate Kentucky State Parks resource management needs. Division staff will coordinate these movements or relocations with the person responsible for the cache.

2. Kentucky State Parks reserves the right to remove, or have removed, a cache/letterbox the division feels are; in an inappropriate location, is causing undue impact on park resources or if deemed inconsistent with the mission, rules and statutes of the Kentucky Department of Parks.