



# City of Ypsilanti

## Geocache Placement Permit Application

Please return to: Department of Public Works  
14 W. Forrest  
Ypsilanti, MI 48197

Date: \_\_\_\_\_

**All Applicants are responsible for installing and removing caches**

Name: \_\_\_\_\_  
First Name Last Name Geocacher User Name

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

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

Name of Park: \_\_\_\_\_

Physical Description of Cache Area:  
\_\_\_\_\_

Coordinate(s): \_\_\_\_\_

Cache Name: \_\_\_\_\_

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

Container Contents: \_\_\_\_\_

**I hereby certify that the information provided above is true.**

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only	
Permit Approved:	
Department of Public Works: _____	Date: _____
Date Applicant Notified: _____	
Copies: Applicant, Department of Public Works (original), City Clerk's Office	

## **GUIDES FOR CACHE PLACEMENT:**

- To place a cache in any park within the limits of the City of Ypsilanti, an individual must obtain a permit from the Department of Public Works
- Participants will comply with all guidelines referenced at the following websites: [www.geocaching.com](http://www.geocaching.com) and [www.mi-geocaching.org](http://www.mi-geocaching.org).
- If a cache location changes, the city must be notified of its new location. The city also must be notified regarding a permanent removal of a cache
- All cache locations should be re-permitted one year as part of an annual review from the date of its initial permit
- The permit holder is responsible for the physical removal of the cache, as well as for the removal of the cache location from all web sites and other registered geocache information sources
- Containers used should be clearly notated as "GEOCACHE." With the exception of key holder caches; the container should be clear, waterproof, and its size should be no greater than 8x12x18. PVC, and ammunition cans are not allowed.
- A concise definition of geocaching should be made available inside the container. A clear demarcation and definition will provide an explanation for those unfamiliar with geocaching.
- Materials deemed offensive, illegal, or dangerous by the City of Ypsilanti are not allowed inside the cache.
- When placing a cache, the environment in which it lies may not be altered. Examples include: digging holes, creating trails, "bushwhacking," nailing containers into trees, cutting any vegetation and so on...
- No caches may be placed in animal dwellings or bird houses. (Safety should be stressed as the hider provides a safe environment for a seeker.)
- Caches should not be placed in locations that will significantly interfere with normal daily functioning of park activities.
- Individuals placing/seeking caches in city parks must abide by city ordinances and posted park hours
- The city reserves the right to remove any cache, registered or unregistered
- We encourage a common cache hunting practice of "cache in, trash out" (CITO) this encourages cache placers and seekers to help keep our green spaces clean for all to enjoy!! More about CITO may be learned at [geocaching.com](http://geocaching.com)