



CITY OF BOWIE RECREATION & PARKS CACHE APPROVAL FORM

Please complete this form and return it to the park office:

ATTN: PARK OPERATIONS
CITY OF BOWIE
2614 KENHILL DRIVE
BOWIE, MD 20715

COMPLETED FORMS CAN BE EMAILED TO: NSPURGEON@CITYOFBOWIE.ORG

Name of Person Hiding Cache: _____

Proposed Name of Cache: _____

Geocaching User Name: _____

Phone Number _____ Fax Number _____

E-mail Address: _____

Description and Contents of Container _____

Specific Name of Park Area: _____

Proposed Location of Cache: _____

(Please include a map or give as much detail as possible, such as trail name, landmarks, under a log, in a stump, etc.)

Coordinates of Location: _____

Approved by: _____

Position: _____

Note: All personal information is required to hide a cache. This information is strictly for City of Bowie use, to be kept on file in the event that you need to be contacted. Caches will not be approved if full information is not provided. The City reserves the right to deny cache placement or recommend alternate placement.

City of Bowie
Recreation & Parks
Phone: (301)809-3011



CITY OF BOWIE PARK OPERATIONS RECREATION & PARKS GUIDELINES FOR HIDING A CACHE

1. **You must receive approval** from the City of Bowie Recreation & Parks Division **prior to placing a cache**. To obtain approval, you must submit the Cache Approval Form. In most cases, you will be advised of a decision within three (10) business days. In cases where a cache is not approved, the City of Bowie will recommend a more appropriate location for placement.
2. Approved caches must be maintained by the applicant/owner, and must remain in good condition.
3. **A transparent container is required**. DO NOT use PVC pipe, ammo cans or any other military-looking container that may cause alarm should an unsuspecting person happen upon the cache.
4. DO NOT dig any holes or disturb the surrounding environment. DO NOT attach caches to live trees or structures of any kind.
5. DO NOT place your cache in plain view. Attempt to conceal the cache to minimize the chances that a non-participant will spot it, which could lead to worry, theft or vandalism. Try to hide the cache off the beaten path by at least a few yards to provide the finder some measure of privacy to sign the log without arousing undue alarm.
6. Clearly mark the container with the appropriate identification, such as Geocaching.com and the name of the cache. Place a stash note inside explaining the sport to any non-participants who may discover the cache.
7. Think SAFETY when hiding and/or seeking a cache. Use common sense!
8. As a cache seeker or cache owner, **you must abide by park hours and all other rules and regulations**. Carry documentation such as the cache detail sheet, so that you can explain your activity to anyone who may ask.

