

## CACHING POLICY

### GENERAL GUIDELINES

- ❖ All use of Bernheim property must be approved in advance.
- ❖ All approval requests require a completed "Cache Placement Application"
- ❖ Bernheim reserves the right to refuse use of our property for any activity at any time for any reason.
- ❖ Bernheim requires caches, letterboxes and other destination activities to include the following wording in any information about the activity:  
*Bernheim has established guidelines and a permitting process for this type of activity, which are available at [bernheim.org](http://bernheim.org). This cache has been approved by Bernheim.*
- ❖ Unapproved caches, letterboxes, tags or other items will be removed without notice.
- ❖ Bernheim requires exact locations of caches prior to approval.
- ❖ Bernheim only permits caches in the main public area of Bernheim and adjacent (within 10-15 feet) to our main trail system. Caches will not be approved in remote areas of Bernheim, along most fire roads, or from public roads adjacent to Bernheim property.
- ❖ Once placed, your geocache must be maintained appropriately.
- ❖ Bernheim is a family resource. All activities must be appropriate for a family audience.
- ❖ Approval for use of Bernheim property for adventure activities is provided via email.
- ❖ Approval of caches and similar activities is limited to a maximum of two years. Re-approval after two years is allowed but requires additional communication with Bernheim.
- ❖ Approval can be revoked at any time without providing cause or reason.
- ❖ These guidelines are only intended as one step in maintaining appropriate use of Bernheim. Bernheim makes no claim as to the appropriateness, safety, accuracy or actual presence of any adventure activity, approved or unapproved, at Bernheim.
- ❖ These guidelines do not preclude additional requirements or guidelines.

All inquiries about placement of adventure activities at Bernheim should be directed to:

Adventure Activity  
Bernheim Forest  
PO Box 130  
Clermont KY 40110

or by email to [nature@bernheim.org](mailto:nature@bernheim.org) (with "adventure activity request" as the subject heading)

FAX completed permit to 502-955-4039 or mail to: Cache Placement Application,  
Bernheim Forest, PO Box 130, 2499 Clermont Road, Clermont KY 40110

*connecting people with nature*



**CACHE PLACEMENT APPLICATION**

DATE \_\_\_\_\_

NAME: \_\_\_\_\_

GEONAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

**PERMIT REQUEST FOR:**

Earthcache

Geocache

Quest activity

Letterbox

Volksmarch

Other: \_\_\_\_\_

Briefly describe the activity you would like to place at Bernheim including content, location and your best guess at the duration of the activity. (Attach additional sheets if needed.)

Bernheim's mission is to "connect people with nature." Would you be willing to work with Bernheim staff in developing the theme or content of the activity you wish to place here? Yes \_\_\_\_\_ No \_\_\_\_\_

Would you be willing to participate in public events where your activity might be showcased or used programmatically with the public? (Example: Help with a GeoCache weekend for the general public.) Yes \_\_\_\_\_ No \_\_\_\_\_

Are you active in a group or a club associated with the activity you wish to place at Bernheim? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, what group do you represent? \_\_\_\_\_

Have you developed similar activities in other locations previously? Yes \_\_\_\_\_ No \_\_\_\_\_ Please provide a web address for previous activities you have developed. (If available.)

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