

Division of Parks and Recreation

POLICY DIRECTIVE # D-65

The mission of the Delaware Division of Parks and Recreation is to provide Delaware's residents and visitors with safe and enjoyable recreational opportunities and open spaces, responsible stewardship of the lands and the cultural and natural resources that we have been entrusted to protect and manage, and resource-based interpretive and educational services. The policy outlined herein establishes procedures to permit and control geocaching and letterboxing activities in Delaware's state parks to ensure that they do not conflict with these principles or with State Park rules and regulations.

Geocaching Policy

1. Individuals wishing to place caches or letterboxes on state parklands must first obtain a permit for each geocache or letterbox they wish to place. Permits are obtained by submitting a completed Geocaching Permit Application Form to the office of the park in which the geocache(s) or letterbox(es) will be placed.
2. The Park Superintendent, or a staff member designated by the Superintendent, is responsible for reviewing the application form and approving or denying the permit request.
3. Any proposed location is subject to inspection and approval by Delaware State Parks staff before permission to place a geocache or letterbox is granted.
4. Geocaches and letterboxes may not be placed in areas marked as off-limits on Delaware State Parks maps, nor may they be placed in any area designated as a protected area. This includes nature preserves and sites of historical or cultural significance that may or may not be marked as such on park maps.
5. A permit is valid for a period of one year from the date of issue. Upon expiration of the one-year permit, the geocache or letterbox must be either re-permitted or removed.
6. Each approved geocache or letterbox must bear an official "Approved by Delaware State Parks" sticker, available at the park office upon approval of the geocache or letterbox permit.
7. Geocache and letterbox contents must be suitable for all ages. Food, alcohol, tobacco, weapons or other dangerous items, prescription or illicit drugs as defined in Park Regulation 23.5, and adult items may not be placed in the cache.

8. In accordance with Section 19.0 (“Property Violations”) of the Rules and Regulations of the Delaware Division of Parks and Recreation, hiding a geocache or letterbox must involve no disturbance of the environment or of existing structures.
9. Geocaches and letterboxes must be placed in such a manner as to allow multiple ways to arrive at the geocache or letterbox, thus preventing the creation of spur or “social” trails.
10. Online geocache and letterbox descriptions, such as those on geocaching.com or letterboxing.org, must include park entry fee information and the official “Approved by Delaware State Parks” graphic. Information about access during hunting seasons and a link to Delaware State Parks hunting information must be provided if appropriate. Cache descriptions may not include information about how to enter the park without paying the entry fee. Refer to Section 25.0 (“Rates, Fees and Charges”) of the Park Rules and Regulations.
11. The cache or letterbox owner must make periodic maintenance checks on the cache or letterbox. Any cache or letterbox showing evidence of environmental damage, such as an unauthorized trail leading to it or a new clearing around it, must be moved or removed, or it will be removed by park staff. If the cache or letterbox is moved, the new location must be re-permitted.
12. Unauthorized caches and letterboxes, and those geocaches and letterboxes violating this policy or Division Rules and Regulations, will be removed, and owners may be subject to enforcement actions per Parks regulations.