

All contacts should be through specialuse@necaveconservancy.org .

- ☐ The first step is to contact the Special Use Coordinator and indicate
 - ☐ the cave preserve you wish to visit,
 - ☐ the name of the group,
 - ☐ the planned date, and
 - ☐ the group size.
- ☐ Before any permit is issued we require the submission of a **Certificate of Insurance** (COI) naming the Northeastern Cave Conservancy, Inc. as additionally insured. This is best submitted electronically as a PDF. For the purpose of the Certificate Holders address our address is: PO Box 254, Schoharie, NY 12054
- ☐ For groups with any minors, trip organizers are required to share the following statement with the minors's parents or guardians. An original **Notification of Risk** (NOR) attesting to the fact that they have done this (attached) must be mailed via USPS either on or before the date of the trip. Even if you have no minors, an NOR must be submitted.

Cave exploration and hiking on karst terrain may involve risk or injury, even death from various hazards, both obvious and obscure, including, but not limited to, slippery and uneven ground, open pits, injury by acts of other people, falling, being struck by falling objects, becoming lost, the presence or sudden appearance of water, and hypothermia. All cave visitors will abide by the normally accepted rules of safe and conservation-minded caving as outlined by the **National Speleological Society** by visiting <http://caves.org>, or contacting them by writing to: 6001 Pulaski Pike, Huntsville, AL 35810-1122.

Do **NOT** submit the Notification of Risk via e-mail. It suggests you have not read the form. Further, the Notification of Risk is **not** an application.

- ☐ **Boy Scout groups:** With the elimination of the Tour & Activity Plan, Boy Scout groups are required the also fill out the BSA NCC form-2018.pdf. Do NOT use the earlier forms. The 2026 form represents the latest scout rules. (There are a number of significant changes.)

Northeastern Cave Conservancy, Inc owns the following caves:	
Clarksville Cave	
Bentleys Cavern	
Onesquethaw Cave	
Knox Cave	
Traino Preserve	
Salamander Cave	
Jack Packers Cave	
Ella Armstrong Cave	
Merlins Cave	
Sellecks Cave	
Bensons Cave	
Spider Cave	
	Caves that require expertise in vertical caving techniques or are inappropriate for larger groups.

Northeastern Cave Conservancy, Inc.

Notification of Risk

THIS IS NOT A PERMIT

My name is _____.

My group name is _____.

☐ I have no minors on my trip.

OR

☐ I have shared the following statement with the parents or guardians of all minors.

For the _____ Preserve on ____/____/20____.

Cave exploration and hiking on karst terrain may involve risk or injury, even death from various hazards, both obvious and obscure, including, but not limited to, slippery and uneven ground, open pits, injury by acts of other people, falling, being struck by falling objects, becoming lost, the presence or sudden appearance of water, and hypothermia. All cave visitors will abide by the normally accepted rules of safe and conservation-minded caving as outlined by the **National Speleological Society** by visiting <http://caves.org>, or contacting them by writing to: 6001 Pulaski Pike, Huntsville, AL 35810-1122.

Signed _____ ____/____/20____

The original of this must be sent via USPS mail to the NCC, PO Box 254, Schoharie, NY 12054 on or before the date of the planned trip unless otherwise directed by the Special Use coordinator. Only original signatures will be accepted. No e-signatures or scans will be accepted.

Do not complete unless you are a cave-for-pay or guide leading a 3rd party

Where the permit holder is leading a trip for a 3rd party (e.g. a cave-for-pay group is leading a school group) the 3rd party leader should sign above and the permit holder should sign below.

Permit holder signature _____ ____/____/20____