



2000 Greenleaf Street, Evanston, Illinois 60202 847-475-7917

HOMEOWNER'S CHECKLIST PRIOR TO STARTING LANDSCAPE/HARDSCAPE WORK

- 1. Please provide our office with all phone numbers and emails so we can reach you while we are working on your property, especially if you will be out of town.
- 2. Mark private utility lines (line to gas grill or gas fireplace, etc.). Flags are available at no charge at our office so you may mark areas where we should be careful and hand-dig. We are not responsible for cutting private lines we are not made aware of; should this occur, a \$500 repair charge will be billed to your account.
- 3. Make sure there is easy access to all areas we will be working in and around. There should be nothing blocking access to your yard (gates unlocked, driveway kept clear, work areas easy to access/have no hindrances).
- 4. Clear the area we will be working on of pots, furniture and other items you do not want discarded or lost. Patio furniture cushions should be brought inside to keep clean.
- 5. Small children and pets should be kept away from our work areas to maintain safety while we are on-site.
- 6. Coordinate your landscape/hardscape installation date with other contractors involved, if any. Let us know of any changes or important dates related to their work.
- 7. As a courtesy to your neighbors, tell them about your upcoming work ahead of time. Hardscape work can create a lot of noise and dust in the air.
- 8. Close all windows and doors while we are hardscaping your property to prevent dust from getting into your house and to minimize noise disturbance.
- 9. You will find flags installed on your property by JULIE several days before installation. Please keep them undisturbed as they help the crew avoid important utility lines.
- 10. Make sure you provide our crew with easy access to water hoses so we may water in newly installed plants.
- 11. Certain circumstances beyond our control, such as inclement weather, material delivery problems and the like may cause delays in our work schedule. We will keep in contact with you should this occur, and strive to complete your project in a timely fashion.
- 12. If you will be going on vacation, please make sure you have taken the steps above so we may complete your project efficiently.