[Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

Landscaper seasonal maintenance plan

A year-round care plan for the garden - what to do, when, and who does it.

Customer: _____

Site address: _____

Plan year: _____

Maintenance calendar

Season	Tasks	Frequency	By whom
Spring	[e.g. lawn scarify and feed, prune roses, mulch beds]	[One-off / monthly]	[Us / customer]
Summer	[e.g. weekly mowing, deadhead, water new planting]	[Weekly]	[Us / customer]
Autumn	[e.g. leaf clearance, cut back perennials, plant bulbs]	[Monthly]	[Us / customer]
Winter	[e.g. protect tender plants, service mower, prune fruit trees]	[One-off]	[Us / customer]

Notes [Anything specific to this garden, e.g. irrigation timer settings, gate code]

Sign-off

Prepared by: _____ **Signature:** _____ **Date:** _____