

Assigned to Vendor: _____
Office use

**SIENA OAKS HOMEOWNER
Work Order Discrepancy Checklist**

Date: _____ Homeowner's Name: _____

Address: _____ City: PBG State: FL Zip: _____

Phone: _____ Email Address: _____

LAWN SERVICE / TURF MANAGEMENT

Area Not Mowed

Mowing: Front Side Back Other _____

Area Not Edged

Edging: Sidewalk Driveway Fence Other _____

Area Not Trimmed

String Line Trimming: Lamp Post Screen Fence Other _____

Area Not Cleaned

Blowing: Grass Clippings Sidewalk Driveway Other _____

Clean-up: Leaves Debris Street Gutter Drains Other _____

PROPERTY DAMAGE

Damage Location: Gate Fence Screen Other _____

LANDSCAPE SERVICE MANAGEMENT

Pruning/Trimming: Shrubs Hedge Tree Other _____

Debris Removal: Leaves Cuttings Driveway/Walkway Other _____

Area Not Weeded

Weed Control: Driveways Sidewalk Beds Other _____

Irrigation Check: Sprinkler Head Other _____

(Check or Cash Accepted no credit cards)

Fertilize: Early Spring Summer Late Fall Other _____

PALMS & HARDWOOD TREE SERVICE

Pruning: Sabals Royal Queen Oak Cabbage Other _____

Selective Removal Dead, Diseased, Broken Other _____

Removal of all trimmed branches & limbs Other _____

Thinning:

Selective Removal of branches to increase light penetration Other _____

Raising:

Removal of Lower Branches to provide clearance Other _____

Fertilize: Early Spring Summer Late Fall Other _____