



This “checklist” is to be completed and submitted to the Town of East Gwillimbury Community Programs and Infrastructure at the time of The **Landscape Architects Certification** of the approved landscape works in order to initiate the landscape letter of credit (security) release process and to initiate the municipal two year standard maintenance and warranty period.

Town of East Gwillimbury File Number: _____

Project Name/Phase: _____

Location/Plan Number: _____

I hereby notify the Corporation of the Town of East Gwillimbury that landscape works have been installed and completed in accordance with the approved landscape plans and as per the subdivision agreement requirements.

List of Approved As Built Landscape Plans (include date)

1	9
2	10
3	11
4	12
5	13
6	14
7	15
8	16

Enter percentage completion amounts only for items that apply (check works included and enter percentage complete amount into box). The following has been completed:

Description	Amount	%	Notes
Sub-grade and Siteworks			
Paving: Asphalt			
Paving: Concrete			
Paving: Unit Pavers			
Retaining Walls			
Decorative Stonework			
Fencing: Wood Privacy			
Fencing: Metal			
Fencing: Chain Link			
Topsoil Placement & Depth			
Street Tree Planting			
Streetscape Planting (off-site)			
Tree Planting			
Shrub and Vine Planting			
Grasses and Perennials Planting			
Sodding and/or Seeding			
Pedestrian Walkways (do not include municipal sidewalk)			
Circulation Markings & Signs			
Site Furniture			
Pavement Markings & Signs			
Stairs/Steps and Railings			
Stormwater Management Features			
Site Features/Site Structures Misc., (add description)			

Date of Completion of Works: _____

Signature of Landscape Architect: _____

Company Name and Address: _____

Community Parks, Recreation and Culture 19000 Leslie Street, Sharon, ON. L0G 1V0	Phone: 905-478-4282 Fax: 905-478-8545
FOR TOWN USE ONLY	

Staff Name: _____

Staff Title: _____

Comments: _____

Date Submitted to Finance: _____

Approved by: _____

(Print Name)

