

Tree Planting Checklist

Planting Hole

- ☐ Tapered
- ☐ 2 – 3 times wider than pot or box.
- ☐ Equal depth as root ball.
- ☐ Extracted soil in one neat pile.
- ☐ Soil clumps broken up, rocks and debris removed.
- ☐ Sides of planting hole not smooth or glazed, scour up if necessary.

Roots – Check and Correct

- ☐ Root collar is exposed and above soil line.
- ☐ Matted sides or bottom removed
- ☐ Circling and kinked roots severed using sanitized tool.
- ☐ Root ball gently broken up.

Orient and Placement

- ☐ Soil line of root ball is level with ground. Adjust depth if necessary.
- ☐ Tree centered in planting hole
- ☐ Trunk is straight up and down.

Backfill

- ☐ Hole backfilled with native soil to 2/3 full
- ☐ Backfilled soil tamped down and watered in. Let settle.
- ☐ Hole backfilled until level with ground.
- ☐ Gently tamp.

Stake

- ☐ Center 'nursery' stake removed.
- ☐ Two stake system installed when necessary.
- ☐ Stakes located on prevailing wind side of tree and opposite.
- ☐ Tree ties located 1/3 from top and bottom.

Berm

- ☐ Berm built around tree well, approximately 6 inches high.
- ☐ Berm strong enough to hold water.

Mulch

- ☐ Tree well covered with 4" mulch.
- ☐ Mulch not touching trunk. Keep 1 to 2 inches away from trunk.