REQUEST FOR RELEASE OF LANDSCAPE SURETY

Release of the following landscape surety(s) is requested.

**Date**

**Project Name**

**Type of Surety(s):** (A separate form is required for each project.)

<table>
<thead>
<tr>
<th>Street Trees</th>
<th>Landscape Screening</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ 50% Completion</td>
<td>☐ 50% Completion</td>
</tr>
<tr>
<td>☐ 75% Completion</td>
<td>☐ 75% Completion</td>
</tr>
<tr>
<td>☐ 100% Completion</td>
<td>☐ 100% Completion</td>
</tr>
</tbody>
</table>

Amount (if known)

Date Installed

Installed By

Requirements

1. Please **attach** a letter from your nursery or landscape contractor certifying installation of landscaping/street trees in conformance with the approved plans. **Installation dates must be included in letter.** (Please note only nursery or landscape contractor's letterhead will be accepted.)

2. If landscaping/street trees were planted privately, please provide copies of all receipts of purchase.

3. Requests for Release of 50% or 75% completion must have the Landscape & Street Tree Matrix attached.

4. Plant material inspections will typically occur during the months of June through October.

Please deliver one copy of this form with the required attachments to: City of Lincoln Parks & Recreation Dept.
Atttn: Tree Surety
2740 "A" Street
Lincoln, NE 68502
Email: treesurety@lincoln.ne.gov
Phone: (402) 441-8275
Fax: (402) 441-5537

Updated: October 30, 2009