TREE PLANTING INSTRUCTIONS
CITY OF DELAWARE, OHIO

I SITE PREPARATION

A. DIG PLANTING HOLE NO DEEPER THAN DEPTH OF ROOT BALL, LEAVING BOTTOM OF HOLE FIRM.

B. DIG HOLE WIDTH AT LEAST ONE FOOT LARGER THAN THE DIAMETER OF THE ROOT BALL.

II PLANTING

A. REMOVE THE TOP THIRD OF THE WIRE SHIPPING BASKETS, ALL PLASTIC COVERS, SHIPPING COLLARS, AND NYLON ROPES. REMOVE TOP OF BURLAP BY PULLING AWAY BURLAP FROM TOP OF ROOT BALL AND TUCK INTO HOLE. NO PLASTIC BURLAP PERMITTED. UNTANGLE BRANCHES.

B. ROLL OR LIFT TREE INTO HOLE BY MOVING THE ROOT BALL, NOT BY LIFTING THE TRUNK.

C. PLUMB TREE UPRIGHT IN CENTER OF PLANTING HOLE.

D. TREE SHALL BE PLANTED SO THAT THE TOP OF THE ROOT BALL IS NO MORE THAN THREE INCHES ABOVE EXISTING GRADE. NEVER PLANT DEEPER THAN THE GRADE.

E. IF EXCAVATED SOIL CONTAINS MORE THAN 30% CRUSHED STONE OR OTHER DEBRIS, BACKFILL WITH CLEAN TOPSOIL.

F. WATER THOROUGHLY DURING AND AFTER BACKFILLING, USING THE FOLLOWING METHOD:

(1) BACKFILL THE HOLE 1/3 TO 1/2 FULL;

(2) APPLY WATER UNTIL THE SOIL IS THOROUGHLY SETTLED AROUND ROOT BALL, ALLOWING NO AIR POCKETS TO REMAIN;

(3) COMPLETE BACKFILLING TO FINISHED GRADE;

(4) APPLY MULCH;

(5) THOROUGHLY SOAK WITH WATER.

III MULCHING

A. MULCH THREE INCHES DEEP OVER THE ROOT BALL AND HOLE.

B. LEAVE THREE INCH CIRCLE OF BARE SOIL AROUND TRUNK.

C. SPREAD MULCH TO AN EVEN DEPTH AROUND TREE; DO NOT PYRAMID SOIL OR MULCH AROUND TRUNK.