RESORT LANDSCAPING CHECKLIST

Daily Landscaping Maintenance

From ..... to .....

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Inspect lawns, gardens, and pathways for debris and remove as needed.							
Water plants, grass, and flower beds (adjust for weather conditions).							
Check and clean irrigation systems for proper operation.							
Sweep and clear walkways, patios, and common outdoor areas.							
Empty trash bins and remove litter from landscaped areas.							
Additional Task:							

Instructions:

- *Perform these tasks early in the day to present a clean, inviting landscape to guests.*

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RESORT LANDSCAPING CHECKLIST

Weekly Landscaping Tasks

From ..... to .....

TASK	1ST	2ND	3RD	4TH
Mow lawns and trim grass edges for a neat appearance.				
Prune shrubs, hedges, and trees to maintain their shape and health.				
Remove weeds from flower beds and pathways.				
Inspect outdoor lighting for functionality and clean fixtures.				
Check garden furniture and outdoor fixtures for cleanliness and repair needs.				
Additional Task:				

Instructions:

- *Focus on detailed upkeep to ensure the grounds remain in pristine condition.*

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RESORT LANDSCAPING CHECKLIST

Seasonal Planting and Enhancements

Date.....

TASK	STATUS
Plant seasonal flowers and shrubs to maintain vibrant aesthetics.	
Replace dead or damaged plants with new ones.	
Mulch flower beds and trees to retain moisture and improve appearance.	
Aerate and fertilize lawns to promote healthy growth.	
Add decorative elements like planters, water features, or garden ornaments.	
Additional Task:	

Instructions:

- *Schedule these tasks seasonally to refresh the landscape and enhance guest impressions.*

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RESORT LANDSCAPING CHECKLIST

Safety and Accessibility

From ..... to .....

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Check walkways, patios, and driveways for cracks or uneven surfaces; repair as needed.							
Trim overhanging branches and remove fallen debris to prevent hazards.							
Ensure all pathways are well-lit and accessible, including ramps for disabled guests.							
Verify that water features (e.g., fountains, ponds) are clean and algae-free.							
Inspect playgrounds or activity areas for damage or safety concerns.							
Additional Task:							

Instructions:

- *Prioritize guest safety and accessibility while maintaining an aesthetically pleasing landscape.*

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RESORT LANDSCAPING CHECKLIST

Equipment and Supplies Maintenance

From ..... to .....

TASK	MON	TUE	WED	THU	FRI	SAT	SUN
Inspect mowers, trimmers, and gardening tools for functionality; repair or replace as necessary.							
Clean and organize the landscaping tools and equipment storage area.							
Refill fuel, oil, or other consumables required for landscaping equipment.							
Check and restock gardening supplies (e.g., mulch, soil, seeds, fertilizers).							
Schedule routine servicing of heavy equipment (e.g., tractors, power tools).							
Additional Task:							

Instructions:

- *Regular maintenance of equipment ensures efficiency and prevents delays in landscaping tasks.*

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RESORT LANDSCAPING CHECKLIST

Monthly Landscaping Audit

Date.....

TASK	STATUS
Conduct a walkthrough of the entire property to identify landscaping issues.	
Assess plant health and replace any that show signs of disease or pest infestations.	
Review irrigation schedules to optimize water usage.	
Check all landscaping elements for consistency with resort branding and design.	
Prepare a report for management on landscaping status and future needs.	
Additional Task:	

Instructions:

- *Use audits to address overlooked areas and plan for long-term improvements.*

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