YOUR  
LOGO

**COMPANY NAME**

LANDSCAPE-MAINTENANCE RETAINER PROPOSAL

Prepared by:

**[Client Name]**

**[Contact information]**

**[Date]**

# Introduction

Thank you for considering [Your Company Name] for your landscape maintenance needs. We provide professional and reliable maintenance services to keep your outdoor spaces looking pristine and welcoming year-round.  
  
This proposal outlines our approach to managing the landscape maintenance retainer for [Client Name].

# Project Objectives

The primary goals are:  
  
- Maintain aesthetically pleasing and healthy landscapes  
- Ensure regular upkeep of lawns, gardens, and common areas  
- Provide proactive care to prevent issues and enhance property value  
- Support sustainable and eco-friendly landscaping practices

# Proposed Services

Our landscape maintenance services include:  
  
- Lawn mowing, edging, and fertilization  
- Pruning and trimming of shrubs and trees  
- Seasonal planting and flowerbed maintenance  
- Weed and pest control  
- Irrigation system checks and adjustments  
- Leaf removal and debris cleanup  
- Hardscape cleaning and maintenance

# Scope of Work

Scope includes:  
  
- Initial property inspection and maintenance plan development  
- Regular maintenance visits as per retainer schedule  
- Seasonal enhancements and adjustments  
- Ongoing communication and performance reviews  
- Emergency cleanup and storm damage response

# Timeline

Proposed contract timeline:

|  |  |  |
| --- | --- | --- |
| Phase | Description | Estimated Date |
| Initial Assessment | Inspect property and develop maintenance plan | [Start Date] |
| Ongoing Maintenance | Conduct regular maintenance visits | [Ongoing] |
| Seasonal Enhancements | Perform seasonal plantings and adjustments | [Seasonal] |
| Performance Reviews | Conduct periodic reviews and client check-ins | [Quarterly] |

# Pricing

Estimated cost breakdown for landscape maintenance retainer services:

|  |  |  |
| --- | --- | --- |
| Service | Description | Monthly Cost |
| Routine Maintenance | Lawn care, pruning, weeding, debris removal | [Amount] |
| Irrigation Maintenance | System checks and adjustments | [Amount] |
| Seasonal Enhancements | Plantings and landscape adjustments | [Amount] |
| Emergency Cleanup | Storm damage response and cleanups | [Amount] |
| Total Monthly Fee |  | [Total] |

# About Us

[Your Company Name] is a trusted provider of commercial and residential landscaping services.  
  
- Experience: [X] years in landscape maintenance and design  
- Expertise: Groundskeeping, horticulture, irrigation systems, seasonal care  
- Mission: To maintain beautiful, healthy landscapes that enhance property value and appeal

# Case Studies / Testimonials

Case Study: [Client Example]  
  
- Project: Year-round landscape maintenance for a business park  
- Outcome: Improved property aesthetics, tenant satisfaction, and reduced maintenance issues  
  
Testimonial:  
“[Your Company Name] has been an excellent partner in keeping our property looking its best all year.” — [Client Contact]

# Terms and Conditions

Payment Terms: Monthly retainer fee, billed in advance.  
Service Scope: Includes regular maintenance, seasonal care, and emergency services.  
Client Responsibilities: Provide site access and water sources.  
Adjustments: Scope changes require mutual agreement and may affect cost and schedule.

# Acceptance

To approve this landscape maintenance retainer proposal and initiate services, please sign below.  
  
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Name: [Client Name]  
Title: [Title]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_