



MOUNT EDGECOMBE
COUNTRY CLUB ESTATE

The Mount Edgecombe Country Club Estate Management Association NPC

Registration No. 1992/003562/08
P O Box 2000, Country Club, 4301
VAT: 4250234210
Tel: (031) 502 2534 Fax: (031) 502 1746 Website: www.mountedgecombe.com

TREE FELLING PROCEDURES FOR ESTATE 1
November 2019

With the Boards approval, the following procedure is to be followed before trimming / pruning / removing of trees in gardens.

- Step 1** - Resident to contact the The Operations Manager when major tree pruning, or felling is required/requested.
- Step 2** - A meeting to be held between the Operations Manager, a horticulturalist, the resident and contractor (who proposes undertaking the work). This meeting will occur on site in order to establish what needs to be cut.
- Step 3** - At the meeting, pictures will be taken of the trees and branches which have been authorized for cutting or removal. The contractor can only cut what has been approved at the meeting.
- Step 4** - The Operations Manager will send a formal letter confirming the approved work with pictures attached to the resident and tree felling contractor.
- Step 5** - Date of commencement of work to be provided by resident or contractor.
- Step 6** - The Ops Manager to check during and after the work has been completed.

All correspondence to be filed with pictures.

The tree felling contractors are to be advised that should they fell any trees without permission or in excess of what has been approved, their access to work on the Estate may be terminated.