



Private Work Order -
Arboricultural Services

Notification number

12147680

Private Work Order (PWO) Process

Please complete and sign this form and email to the address as noted below. Ensure the email address, contact name and address of where the invoice is to be sent is printed clearly.

When the signed form has been received, a 10 business days notification process will commence. Council’s technical officer will mark the subject tree/s, notify the surrounding residents and the local ward office of the work to be undertaken.

If there are no objections within the 10 business days, you will receive an invoice, for the cost of work as identified on this form.

Once the invoice is paid, email a copy of the official receipt to the email address as noted below. Payment options are referred to on the Invoice.

Once confirmation of payment has been received, the work will be scheduled as specified in the Job Description.

Note: PWO Approval is not provided until the official receipt of payment has been received. Payment clearance may take up to 3 days.

Privacy Statement

The personal information collected on this form will be used by Brisbane City Council for the purposes of fulfilling your request and undertaking associated Council functions and services. Your personal information will not be disclosed to any third party without your consent, unless this is required or permitted by law.

I hereby request that the undermentioned work be executed by Council or its Contractors on my behalf, and I hereby undertake to pay on demand such charges in connection herewith as Council City Standards may determine.

Email completed form to: **BI-CS-PPI-PLANNING-ARB** @brisbane.qld.gov.au

Job location

189 Junction Rd Cannon Hill Anglican College

Date

02/02/2024

Job description

Canopy offset planting of 10 x 45L street trees, with 12 months aftercare. Tree Removal for Project access to sewerage main upgrade 1 x Cupaniopsis anacardioides (Tuckeroo)

Fees and charges

Recoverable from (Complete this section, email the form to the address above)

Agreement

*I understand that by signing this agreement, I agree to the conditions (see **Notes**) outlined on this form and will be invoiced the Total Amount. I agree to pay this amount within 30 days of receipt of Invoice.*

Name or Company name (for invoicing) **Please print**

Phone number

Email address

Address where invoice will be sent

Suburb

State

Postcode

Signature and date

Inspector’s name *Please print*

Date

Wayne Sparkes-Carroll

02/02/2024

Note

Where a tree is removed, Council’s nil canopy loss policy ensures that a replacement tree/s of a size appropriate to the tree removed is planted to maintain shade cover. The replacement tree/s will be planted as close as possible to the original tree location according to Council street tree planting guidelines. If this is not possible, the replacement tree will be planted at another suitable site in the local area.

Please note that PWO funds may be used for limited costs related to the identification of and the site preparation of tree planting location/s. 12 months aftercare is also included in the PWO canopy replacement cost.

If this PWO request relates to a Development Application, please note that the planting activities will not be undertaken until the development is complete. Contact Council on telephone 3403 8888 when the development is completed (have your Development Approval information handy) to initiate the tree planting.

This quotation is valid for a period of 90 days.

Print

Reset