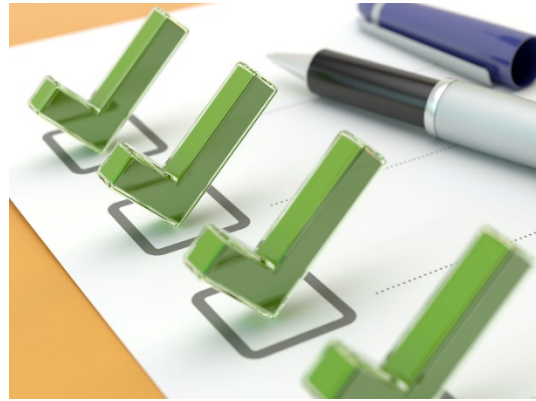


## Completion Certificates vs. Acceptance

As the deadline for submission of completion certificates approaches, several of our clients have requested completion certificates to reduce their letters of credit with municipalities. However, there are often minor deficiencies remaining. This causes confusion with acceptance of the work and the commencement of the warranty period.

To create clarity between submissions for letters of credit and warranties, we have refined our process to issue acceptance certificates as well as completion certificates.

The chart below differentiates between the two and provides clarity in respect to our refined process:



### Completion Certificate

### Acceptance Certificate

<ul style="list-style-type: none"> <li>• A document issued for submission to the municipality for release of the letter of credit</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptance of the installed works that confirms landscape works are accepted as part of the contract.</li> </ul>
<ul style="list-style-type: none"> <li>• May include minor deficiencies – the municipality will only release up to 90% of the letter of credit; up to 10% deficiencies may be acceptable.</li> </ul>	<ul style="list-style-type: none"> <li>• Does not include deficiencies</li> </ul>
<ul style="list-style-type: none"> <li>• Triggers a Municipal inspection</li> </ul>	<ul style="list-style-type: none"> <li>• Triggers the start of the warranty period</li> </ul>
<ul style="list-style-type: none"> <li>• Does not differentiate between damage caused by others and contractor deficiencies</li> </ul>	<ul style="list-style-type: none"> <li>• May include notes regarding damage caused to landscape works by others – contractor is justified in requesting an extra</li> </ul>
<ul style="list-style-type: none"> <li>• Can be issued outside of the growing season (dependent on the municipality - Brampton)</li> </ul>	<ul style="list-style-type: none"> <li>• Issued only during the growing season to ensure all plant materials are in a healthy state</li> </ul>
<ul style="list-style-type: none"> <li>• Stressed plant material may or may not be accepted by the municipality; however, the letter of credit may be reduced.</li> </ul>	<ul style="list-style-type: none"> <li>• Plant materials noted as being stressed can be retained until the final warranty review as many plants can recover. Acceptances does not preclude rejection at warranty review if further decline is evident.</li> </ul>
<ul style="list-style-type: none"> <li>• Garbage enclosures, HC parking signs, etc. must be installed</li> </ul>	<ul style="list-style-type: none"> <li>• Can be issued if garbage enclosures, HC parking signs, etc. are to be installed by others</li> </ul>

### Warranty Completion Certificate

### Warranty Acceptance Certificate

<ul style="list-style-type: none"> <li>• A document issued to for submission to the municipality for release of the warranty portion of the letter of credit</li> </ul>	<ul style="list-style-type: none"> <li>• Confirmation that all deficiencies have been addressed to release the contractor from responsibility</li> </ul>
<ul style="list-style-type: none"> <li>• Does not include deficiencies</li> </ul>	<ul style="list-style-type: none"> <li>• Does not include deficiencies</li> </ul>
<ul style="list-style-type: none"> <li>• Triggers a Municipal inspection</li> </ul>	<ul style="list-style-type: none"> <li>• Triggers the end of the warranty period</li> </ul>