Klarstig

# Landscaping Team - Local Improvement Suggestion

Turn a practical suggestion into a clear problem, proposed change and small next step. Setting: Landscaping Team.

## Contact and reference

**Name or team reference ***

**Reply email, if needed**

**Date of record ***

## Local Improvement Suggestion

**Place or service the suggestion concerns ***

**Current inconvenience and who encounters it ***

**Suggested change and expected practical benefit ***

**Small first step and resources that may be needed**

## Landscaping Team

**Site reference and garden work zone ***

**Planting material, soil load or tool group involved ***

**Weather window, access width or green-waste arrangements**

## Ownership and follow-up

**Team or role responsible for the next action**

**Target follow-up date**

**Current state of this record ***

- ☐ Open for review
- ☐ Waiting for information
- ☐ Next action agreed
- ☐ Completed and checked

**Next action and completion evidence**

## Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

**Want help tailoring this form? Free, Starter and Pro include five personal setup sessions, up to 30 minutes each, per new organization.**

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