1) Digging the Planting Hole

**TOOLS**
- Shovel
- Gloves
- Pick-Axe
- Tarp

1. Call Gopher State One-Call at 1-800-252-1166 before digging. Dig planting hole no deeper than the root ball height. Excavate hole 2-3 times the diameter of the root ball.

2. Roughen the sides of the planting hole.

3. Before placing the tree in the planting hole, prune dead or broken branches. Remove any tree wrap, tape, string, and tags from tree trunk and branches.

4. Gently lower the tree into the hole by holding onto the root ball so that the first woody root is at the original grade.

2) Planting the Tree

**TOOLS**
- Scissors
- Rake
- Bolt Cutters (to cut the balled in burlap basket)
- Hand Pruners

1. Backfill 1/3 of the planting hole with original soil to stabilize root ball and keep tree upright.

2. Cut and remove top 2/3 of the wire basket.

3. Cut and remove top 2/3 of the burlap from the root ball.

4. Completely backfill the hole with original soil.

3) Mulching and Watering

**TOOLS**
- Mulch
- Tree Guard - helps protect the tree’s trunk
- Watering Bucket
- Hose

1. Create a mulch ring around the tree and a 3-6” high soil-and-mulch berm at the edge of the hole. Keep mulch away from the trunk.

2. Water the tree thoroughly at planting and 15-25 gallons per week after the planting.

See opposite side for staking tools and directions

Adapted with permission from Casey Tree. Washington, DC
1) Planting the Containerized Tree

1. Contact Gopher State One-Call at 800-252-1166 before digging.
2. Dig tree planting hole to depth of root ball so that woody root is level with original grade. Excavate hole 2-3 times the diameter of the root ball.
3. Roughen the edges of the hole.
4. Carefully remove the tree’s root ball from the container, and untangle and prune circling wood roots that are pencil size or larger.
5. Gently lower the tree into center of the hole so that the trunk flare is at or slightly above the original grade. Back fill 1/3 of the hole with original soil to stabilize root ball and keep tree upright.
6. Completely backfill hole with original soil. Add soil to the downhill side to help level the soil area around the tree.
7. Remove any tree wrap, tape, string, and tags from tree trunk and branches.
8. Create a mulch ring around the tree and a 3-6” high soil-and-mulch berm at the edge of the hole. Keep mulch away from the trunk.
9. Water the tree thoroughly at planting and 15-25 gallons per week after the planting.

2) Mulching and Staking the Tree - for trees on flat or sloped ground

1. Create a mulch ring around the tree and a 3-6” high soil-and-mulch berm at the edge of the planting hole, particularly on the downhill side. Keep mulch away from the trunk.
2. Decide if stakes are necessary to help the tree remain upright. If so, drive stakes two feet deep into the soil at the edge of the hole.
3. Secure tree trunk with tree tie using at least a 6” wide loop that fits snugly around the tree trunk – tied with a non-slip knot.
4. Remove stakes after one year.