



SWALE ACKNOWLEDGEMENT FORM

Rev: 6 | Revision Date: 10/01/2026 | I.D. Number: E-ENG-52

PURPOSE

This form serves to formally acknowledge and document the agreement between the property owner and contractor/subcontractor regarding the installation of a swale, ensuring compliance with City Engineering standards and facilitating timely permit closure.

SWALE INSTALLATION ACKNOWLEDGEMENT FORM

Property Owner Information

- Name(s): _____
- Address: _____
- City: _____ State: _____ Zip Code: _____
- Telephone: Work: _____ Home: _____ Cell: _____

Contractor/Subcontractor Information

- Name(s): _____
- Address: _____
- City: _____ State: _____ Zip Code: _____
- Telephone: Work: _____ Cell: _____

Project Details

- Swale Installation Address: _____
- Contract Amount to be paid at work completion: \$ _____
- Scope of Work: Swale installation in accordance with City Engineering [Standard Detail](#) D4.2R. Refer to Engineering Standard Details for Driveway Plan Detail Sheets.

Agreement

This agreement, made this date, _____, is between the above-named property owner and contractor/subcontractor for the swale installation at the specified address. The quoted price includes correct and complete installation as required. This acknowledgement protects both parties from delays in permit closure related to the work.

Signatures

- Property Owner Signature: _____ Date: _____
Print Name: _____
- Contractor/Subcontractor Signature: _____ Date: _____
Print Name: _____