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| **Garden Maintenance Checklist** |
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| Task | Frequency | Last Done | Next Due | Notes |
| Water plants | Daily | 24-Aug | 25-Aug | Best in early morning |
| Weed garden | Weekly | 20-Aug | 27-Aug | Use gloves and mulch |
| Prune shrubs | Monthly | 10-Aug | 10-Sep | Focus on dead branches |
| Clean tools | Monthly | 1-Aug | 1-Sep | Oil blades and dry store |
| Fertilize beds | Bi-monthly | 15-Jul | 15-Sep | Use organic compost |
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| [*source:www.neworchards.com*](https://www.neworchards.com) |