

Significant Tree Maintenance Rebate Photograph Guide

When you take pictures of the tree and the work, make sure the photos are clear and easy to see. The form can only accept photos that are 3MB or smaller. See the helpful tips at the end of this document for more information on how to check your photo size, and how to make them smaller.

Below are some example photos to show what the City is looking when taking your photos to submit with your application and payment forms.

Example #1: photograph of the tree prior to the work being completed



Take a clear picture of the full tree to show the condition of the tree prior to the work being completed.

Example #2: photograph of the tree after the work is completed



Take a clear picture of the full tree facing the same direction to show the tree following the work being done.

Example #3: Photograph of the diameter measurement of the tree



Take a clear picture of the diameter measurement of the tree. This photo was taken using diameter tape.

Have your qualified tree professional measure the tree with their diameter tape. If you don't have a diameter tape, you can use a tailor's tape and change the measurement of the tree's roundness (circumference) to diameter by dividing by 3.14.

Example #4 : Photograph of work performed (radial trenching)



Take a clear picture of the work performed.

Example #5 : Photograph of work performed (crown reduction)



Take a clear picture of the work being performed.

Example #6 : Photograph of work performed (Fertilizing)



Take a clear picture
of the work being
performed.

Some Helpful Tips

How do I find out how big my photo is on my phone?

For Iphone

1. Open the Photos app on your iPhone.
2. Tap the photo you want to check.
3. Tap the share button (the square with an arrow pointing up) at the bottom of the screen.
4. In the menu that appears, tap "Save to Files".
5. Open the Files app and find the photo you saved.
6. Tap and hold the photo, then choose Get Info or Details to see the file size.

If you have the live option turned on, this will make your photo sizes bigger. Consider turning this option off when taking your photo.

For Android:

1. Open the Photos or Gallery app on your Android phone.

2. Find and tap the photo you want to check.
3. Tap the three dots (menu) in the upper-right corner.
4. Select Details or Info from the menu.
5. You should now see the size of the photo listed in MB (megabytes).

Once you see the size, you can decide if it's too large and needs to be compressed.

How do I compress a photograph to use on the form?

1. Check the file size. If the file is bigger than 3MB, you will need to compress it to reduce the size.
2. Use an online tool: You can reduce the file size by using a free webpage:
 - a. Open your web browser and search for "image compressor"
 - b. On the webpage, look for an option to upload or drag and drop your image
 - c. Once it is uploaded and compressed, save the photo to use with the eform

Install a photo compression app (if needed): Open the App Store (iPhone) or the Google Play Store (Android)

- a. Search for a photo compression app.
 - b. Tap "Install" or "Get" to download the app.
 - c. Open the app and allow access to the photo
 - d. Follow the instructions on the app to compress the photo or reduce its size
 - e. Save the compressed photo.
3. You may need to compress the photo more than once
 4. Check the file size to make sure it meets the size needed
 5. Save the compressed photo to your phone or computer to be used with the eform.