



CHANGE ORDER

Project Name _____

Change Order Number _____

Project Address _____

Change Order Date _____

Project Manager Name / Firm Name _____

DESCRIPTION OF CHANGES:

PRICE. These changes (select one):

- raise lower the price of the contract to \$ _____
- do not affect the price of the contract.

PROJECT DURATION. These changes (select one):

- extend shorten the duration of the project by _____ days.
- do not affect the duration of the project.

COMPLETION. The new approximate date of completion is: _____

PAYMENT SCHEDULE. These changes will adjust the payment schedule as follows:

Owner Signature _____

Contractor Signature _____

Printed Name _____

Date _____

Printed Name _____

Date _____

