Your logo

CHANGE ORDER

Change order # _____

Date _____

Original contract date _____

CLIENT

_____

_____

JOB ADDRESS

_____

_____

DESCRIPTION OF THE CHANGE

REASON

☐ Client request ☐ Hidden condition ☐ Code requirement ☐ Design change ☐ Other: _____

DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT

Cost of this change _____

Schedule impact (days) _____

Original contract _____

Approved changes to date _____

Revised contract total _____

The work above changes the contract. All other terms stay the same. Work on this change starts after both parties sign.

_____

Client signature and date

_____

Contractor signature and date