

Change Order

Construction Company

Address

City, State, ZIP

Phone Number

Date: _____

Owner: _____

Contractor: _____

Project name: _____

Change order number: _____

Original contract date: _____

You are directed to make the following changes in this contract:

The original contract sum was: _____ \$

Net amount of previous change orders: _____

Total original contract amount plus or minus net change orders: _____

Total amount of this change order: _____

The new contract amount including this change order will be: _____

The contract time will be changed by the following number of days: () Days

The date of completion as of the date of this change order is: _____

Contractor:

Owner:

Company name

Name

Address

Address

City, State, Zip

City, State, Zip

Date

Date

Signature

Signature