|  |
| --- |
| **Change Order** |
| Construction Company | Date: |  |
| Address | Owner: |  |
| City, State, ZIP | Contractor: |  |
| Phone Number | Project name: |  |
|  | Change order number: |  |
| Original contract date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| **You are directed to make the following changes in this contract:**  |
|  |
|  |
|  |
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|  |
| 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 |