CHANGE ORDER No.______

Project No. ____________________  Date: ____________________
Contract No. ____________________  Agreement Date: __________
Contract Title: ____________________  Original Price $ __________
Owner (Grantee): ____________________
Contractor: ____________________

The following changes are hereby made to the CONTRACT DOCUMENTS:

DESCRIPTION:

Justification:

PRICE:
Current Contract Price per most recent C.O. *: $ ________
This C.O. will (not change/increase/decrease) the Contract Price by: $ ________
The new Contract Price including this C.O. is: $ ________

TIME:
Current Contract Calendar Days as per most recent C.O.: ________ DAYS
This C.O. will (not change/increase/decrease) the project completion date by
The new Contract Calendar Days including the C.O. is: ________ DAYS

The attached Contractor’s Revised Project Schedule reflects increases or decreases in Contract Time as authorized by this C.O.

* C.O. means Change Order

REQUESTED BY: ____________________ (Contractor, Owner, Engineer, State, Federal Government)

SIGNATURES/APPROVALS:
Recommended By: ____________________ (Engineer)
Accepted By: ____________________ (Contractor)
Ordered By: ____________________ (Owner)