

CONSTRUCTION CHANGE ORDER FORM

Project Name: _____ Change Order No.: _____

Contractor: _____

Owner: _____

Architect/Engineer: _____

Original Contract Date: _____

Original Contract Sum: _____ USD

Net Change by Previous Change Orders: _____ USD

Contract Sum Prior to This Change Order: _____ USD

Amount of This Change Order: _____ USD

New Contract Sum Including This Change Order: _____ USD

Contract Time Change (Calendar Days): _____

Description of Change Order Work:

Provide a detailed description of the changes in the scope of work, materials, methods, or other contract elements authorized by this Change Order. Include any impact on quality, performance, or other contract requirements.

Reason for Change Order:

State the reason for this Change Order such as owner request, unforeseen conditions, design changes, errors or omissions, or other valid grounds for modification.

Adjustment to Contract Sum:

The Contract Sum shall be increased (decreased) by the amount of this Change Order as set forth above, resulting in a new Contract Sum as indicated.

Adjustment to Contract Time:

The Contract Time shall be extended (reduced) by the number of calendar days set forth above, resulting in a new completion date as agreed by the parties.

Effect on Other Contract Conditions:

Except as modified by this Change Order, all terms and conditions of the Contract shall remain in full force and effect.

Legal Compliance and Enforceability:

This Change Order is governed by and shall be construed in accordance with the laws of the United States and relevant state jurisdictions. It constitutes a legally binding modification to the original Contract and is enforceable as such. The parties warrant they have the authority to enter into this Change Order and that all required approvals have been obtained.

CONTRACTOR'S SIGNATURE

Printed Name:

Title:

Date:

Signature: _____

OWNER'S SIGNATURE

Printed Name:

Title:

Date:

Signature: _____

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