

Construction Change Order Form PDF

Change Order Request No: _____

Project Name: _____

Contractor: _____

Client: _____

Change Description

- Requested Change: _____
- Reason for Change: _____
- Area Affected: _____

Cost Details

- Original Contract Amount: \$ _____
- Change Order Cost: Increase Decrease
Amount: \$ _____
- Revised Contract Amount: \$ _____

Schedule Adjustments

- Original Completion Date: // _____
- Revised Completion Date: // _____

Signatures

- Contractor Signature: _____
- Date: _____
- Client Signature: _____
- Date: _____