

# CHANGE ORDER

CONTRACTOR   
 ARCHITECT   
 SUBCONTRACTOR   
 FIELD   
 OTHER

PROJECT: Sample Project Sample Project #1 2500 Canvon Drive Anywhere. PA 55555-5555	CHANGE ORDER #:	1
	CHANGE ORDER DATE:	06/29/2003
	PROJECT #s:	555-555
TO: General Contractors. Inc. 7200 Seaview Terrace Anywhere. US 55555-6987	DATE OF CONTRACT:	04/01/2002
	FOR:	Sample Project

The Contract is changed as follows:

This is a sample change order.

The original contract amount was .....	\$65,000.00
Net change by previously authorized change orders .....	\$5,000.00
The contract amount prior to this change order was .....	\$70,000.00
The contract amount will be increased by this change order in the amount of .....	\$500.00
The new contract amount including the change order will be .....	\$70,500.00
The contract time will be increased by Two	2 days.
The new date of completion as of the date of this change order therefore is	Unchanged

**Not valid until signed by all parties below.**

Architects R Us ARCHITECT	General Contractors, Inc. SUBCONTRACTOR	ABC Company CONTRACTOR
243 Terrace Way ADDRESS	7200 Seaview Terrace ADDRESS	2250 Skyline Drive ADDRESS
Sometown, US 55555-2345	Anywhere, US 55555-6987	Sometown, US 55555-5555
BY (Signature) Jane Doe (Typed Name)	BY (Signature) John Smith (Typed Name)	BY (Signature) Tom Jones (Typed Name)
DATE _____	DATE _____	DATE _____