Construction Change Order

Magra | Free blank template | Adapt to your project requirements

Project

Contract / date

Change number / date

Owner / contractor / architect (where applicable)

Request or directive reference

Precise scope, inclusions and exclusions

Drawing / specification revision and exhibits

Cost support and agreed adjustment

Original contract sum

Previous authorized changes

Contract sum before this change

This agreed change (positive or negative)

Revised contract sum

Agreed time adjustment / calendar convention

Previous and revised completion date

Attachments

Owner signature / title / date

Contractor signature / title / date

Architect signature / title / date (where required)

Original generic form, not an AIA or Procore form. Not legal advice. magra.app/blog