|  |  |  |  |
| --- | --- | --- | --- |
| Project Name: |  | Contractor: |  |
| Region Contract No.: |  | Date: |  |
| Change Order No.: |  | Reference  (RFQ/CRX etc.): |  |

|  |  |
| --- | --- |
| **To:** |  |
|  |
|  |

# Description of Change:

(Describe and justify the change and include attachments to provide additional details as required)

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Contract Amount (from Tender) | $ |
| Contingency Allowance Amount | $ |
| Contract less Contingency | $ |
| Value of C.O.’s - Additions to Date | $ |
| Value of C.O.’s - Deductions to Date | $ |
| Value of this C.O. | $ |
| Remaining Contingency | $ |

The effect of this change order on the contract completion date has resulted in **extending / reducing** the contract completion date by **zero (0)** calendar days.

|  |  |
| --- | --- |
| **Revised Substantial Completion Date:** |  |

The value of this change order is inclusive of all costs, including impact cost(s), overhead cost(s) and schedule impacts associated with the identified change in scope.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Recommended by: | Accepted by: | Approved by: |
| Consultant: | Contractor: | Region: |
| Name: |  |  |  |
| Signature: |  |  |  |
| Date: |  |  |  |