

CHANGE ORDER

PROJECT: *(Name and Address)*

Project Name
Project Address

Change Order Number : 02

Date : Feb. 11, 2011

Distribution:

- Owner
- Architect
- Contractor
- Field

To Contractor:*(Name and Address)*

Contractor Name
Contractor Address

Architect's Project Number: 516

Contract Date : March 31, 2010
Contract For : Finishing Works

The Contract is changed as follows:

#	Description	Cost
1	Change Lobby Flooring to Marble	1,000,000
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		1,000,000

NOT VALID UNTIL SIGNED BY THE OWNER, ARCHITECT, AND CONTRACTOR

The original (Contract sum) (Guranteed maximum Price) was ----- \$ 10,000,000
 Net Change by previously authorized Change Orders ----- \$ 50,000
 The (Contract sum) (Guranteed maximum Price) prior to this change order was ----- \$ 10,050,000
 The (Contract sum) (Guranteed maximum Price) will be (increase) (decreased)
 (unchanged) by this Change Order in the amount of ----- \$ 1,000,000
 The new (Contract sum) (Guranteed Maximum Price) including this Change Order will be ----- \$ 11,050,000
 The Contract Time will be (increased) (decreased) (unchanged) by (14) days
 The date of Substantial Completion as of the date of this Change Order will be **June 31, 2011**

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

<p>Architect Name _____ Architect</p> <p>Address Line 1 _____ Address</p> <p>Address Line 2 _____</p> <p>By _____</p> <p>Date _____</p>	<p>Contractor Name _____ Contractor</p> <p>Address Line 1 _____ Address</p> <p>Address Line 2 _____</p> <p>By _____</p> <p>Date _____</p>	<p>Owner Name _____ Owner</p> <p>Address Line 1 _____ Address</p> <p>Address Line 2 _____</p> <p>By _____</p> <p>Date _____</p>
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AIA DOCUMENT G701 FORMAT * CHANGE ORDER Format