

# Project Revision Change Order

Project Name:

Project Number:

Client/Owner:

Date of Change Order:

Change Order No.:

Reference Contract/Agreement:

## Description of Change

*Describe the change(s) in detail.*

## Reason for Change

*Provide explanation and justification for this change order.*

## Impact Assessment

Category	Original	Change (+/-)	Revised
Scope	_____	_____	_____
Schedule/Timeline	_____	_____	_____
Cost/Budget	_____	_____	_____
Other	_____	_____	_____

## Additional Notes

*Other relevant information, if any.*

Authorized Representative

Date: \_\_\_\_\_

Client/Owner

Date: \_\_\_\_\_