

Scope Modification Change Order

Project Name

Change Order #

Date

Client

Contractor

Original Scope

Change Description

Justification for Change

Impact Assessment

Cost Impact (\$)

Schedule Impact (Days)

Itemized Changes

Description	Reference	Add (\$)	Deduct (\$)	Net Change (\$)
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Description	Reference	Add (\$)	Deduct (\$)	Net Change (\$)

Approval

Prepared By

Name / Signature

Reviewed By

Name / Signature

Approved By

Name / Signature