**CHANGE ORDER NO.: [Number of Change Order]**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Owner: | Painted Desert Demonstration Projects, Inc. | | Owner’s Project No.: | |  |
| Engineer: | KCL Engineering | | Engineer’s Project No.: | |  |
| Contractor: |  | | Contractor’s Project No.: | |  |
| Project: |  | | | | |
| Contract Name: |  | | | | |
| Date Issued: |  | Effective Date of Change Order: | |  | |

The Contract is modified as follows upon execution of this Change Order:

Description:

**[Description of the change]**

Attachments:

**[List documents related to the change]**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Change in Contract Price** | | | | | **Change in Contract Times**  **[State Contract Times as either a specific date or a number of days]** | |
| Original Contract Price: | | | | | Original Contract Times: | |
|  | | | | | Substantial Completion: |  |
| $ | | | |  | Ready for final payment: |  |
|  | | | | |  | |
| **[Increase] [Decrease]** from previously approved Change Orders No. 1 to No. **[Number of previous Change Order]**: | | | | | **[Increase] [Decrease]** from previously approved Change Orders No.1 to No. **[Number of previous Change Order]**: | |
|  | | | | | Substantial Completion: |  |
| $ | | |  | | Ready for final payment: |  |
|  | | | | |  | |
| Contract Price prior to this Change Order: | | | | | Contract Times prior to this Change Order: | |
|  | | | | | Substantial Completion: |  |
| $ | | |  | | Ready for final payment: |  |
|  | | | | |  | |
| **[Increase] [Decrease]** this Change Order: | | | | | **[Increase] [Decrease]** this Change Order: | |
|  | | | | | Substantial Completion: |  |
| $ | |  | | | Ready for final payment: |  |
|  | | | | |  | |
| Contract Price incorporating this Change Order: | | | | | Contract Times with all approved Change Orders: | |
|  | | | | | Substantial Completion: |  |
| $ |  | | | | Ready for final payment: |  |
|  | | | | |  | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Recommended by Engineer (if required) |  | Authorized by Owner |
| By: |  |  |  |
| Title: |  |  |  |
| Date: |  |  |  |
|  | Authorized by Owner |  | Approved by Funding Agency (if applicable) |
| By: |  |  |  |
| Title: |  |  |  |
| Date: |  |  |  |