

**MASTER WORK AGREEMENT**

**WORK CONTRACT – CHANGE ORDER FORM**

|  |  |
| --- | --- |
| Work Contract Date: | <<INSERT DATE>> |
| Contractor: | <<CONTRACTOR NAME>> |
| Project Name: | <<PROJECT NAME>> |
| Project Number: | <<PROJECT NUMBER>> |
| Change Order Number: | <<CHANGE ORDER NUMBER>> |

The Work of the Work Contract identified above is changed as follows: <<INSERT A DETAILED DESCRIPTION OF THE CHANGE IN THE WORK>>

If the Contract Sum is a Stipulated Sum or there is a Maximum Price, insert the following amounts.

|  |  |
| --- | --- |
| Original Contract Sum/Maximum Price…………………………... | $ <<INSERT AMOUNT>> |
| Net Change by Previous Change Orders………………………….. | $ <<INSERT AMOUNT>> |
| Contract Sum/Maximum Price before this Change Order………… | $ <<INSERT AMOUNT>> |
| Change in Contract Sum/Maximum Price by this Change Order…. | $ <<INSERT AMOUNT>> |
| New Contract Sum/Maximum Price………………………………. | $ <<INSERT AMOUNT>> |

If the Contract Sum is to be determined based on Time and Materials or Unit Pricing without a Maximum Price, it is estimated that this Change Order will <<TYPE “increase” or “decrease”>> the Contract Sum by $ <<INSERT AMOUNT>>.

The Contract Time is <<TYPE “increased” or “decreased”>> by <<NUMBER OF DAYS>> Days. The new Contract Time is *(check one)* [ ] <<NUMBER OF DAYS>> Days; or [ ] <<INSERT DATE>>**.**

**Attachments:**

|  |  |
| --- | --- |
| [ ]  | Contractor’s Potential Change Order dated <<INSERT DATE>>  |
| [ ]  | <<OTHER ATTACHMENTS>> |

**CONTRACTOR: OWNER:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contractor Signature Owner Signature**