

SAMPLE CHANGE ORDER

CHANGE ORDER

Date: _____

To:
City of Gardena

Project Address:

1700 W. 162nd Street
Gardena, CA 90247

Gardena, CA

Customer: Beneficiary Name

1.	Contractor to modify existing interior door frames according to the description contained in Attachment 1 description to allow the installation of the new interior doors.	\$ xx.xx
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Original Contract Amount: \$ _____

Change Order Amount: \$ _____

Revised Contract Amount: \$ _____

We hereby agree to the above as an additional/reduced project cost(s) to be added/deleted to the original scope of work:

Homeowner Date

Contractor Date

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
_____ City Representative	_____ Date