



CHANGE ORDER

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES. CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

INCLUDE ALL SUPPORTING DOCUMENTATION WITH CHANGE ORDER AND SUBMIT TO ARCHDIOCESAN CONSTRUCTION MANAGER.

PROJECT

Parish: _____

Parish Address: _____

Site Location: _____

Site Address: _____

ARCHDIOCESE PROJECT ID: _____

CHANGE ORDER NO: _____

Date: _____

ARCHITECT PROJECT NO: _____

Contract Date: _____

CONTRACTED FOR: _____

CONTRACTOR

Name: _____

Address: _____

REASON FOR CHANGE ORDER:

Unforeseen Scope gap

Owner change Other (describe): _____

Design omission

THIS CONTRACT IS CHANGED AS FOLLOWS: Per attached Exhibit “ _____ ” –

Proposed Change, dated _____, _____ page(s).

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Original Contract sum: _____ \$

Net change by previous Change Orders: _____ \$

Contract sum prior to this Change Order: _____ \$

Contract sum will **increase** by: _____ \$

Contract sum will **decrease** by: _____ \$

Contract sum will be **unchanged**: _____ \$

Contract sum including this Change Order is: _____ \$

Contract Time will be (increased decreased unchanged) by: _____ Number of days:

Substantial Completion will be (date): _____

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time which have been authorized by construction Change Directive.

x	x	x	x
sign above; print name below	sign above; print name below	sign above; print name below	sign above; print name below
			Eric Wollan
Architect	Contractor	Parish	Owner
			Archdiocese of Chicago
			835 N. Rush Street
			Chicago, IL 60611
Date:	Date:	Date:	Date:
Email address of signer	Email address of signer	Email address of signer	