

# CHANGE ORDER FORM

Date: \_\_\_\_\_ Contract No.: \_\_\_\_\_ Change Order No.: \_\_\_\_\_

Owner: OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS

Contractor: \_\_\_\_\_

CHANGE TO CONTRACT PRICE	
DESCRIPTION	AMOUNT
Original Contract Price:	
Net change by previously authorized Change Orders:	
Present Contract Price:	
This Change Order will (add/deduct):	
New Contract Price:	

CHANGE TO CONTRACT TIME	
DESCRIPTION	DATE or NUMBER OF DAYS
Original Contract Time:	
Original Substantial Completion Date:	
Net change by previously authorized Change Orders:	
This Change Order will (add/deduct):	
New Contract Time:	
New Substantial Completion Date:	

### APPROVALS

REQUESTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PROJECT ENGINEER: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ DATE: \_\_\_\_\_

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

*This Change Order is an amendment to the Contract/Agreement between Contractor and the Owner, and all other contract provisions shall remain in full force and effect unless specifically amended in writing, signed by both parties.*