

## CHANGE ORDER

CHANGE ORDER NO: \_\_\_\_\_

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

CONTRACT DATE: \_\_\_\_\_

PROJECT NAME AND NUMBER:

CONTRACTOR:

You are directed to make the following change in this contract: (*attach itemized breakdown*). Also please give brief description of change here.

The Original Contract Sum	\$ _____
Net Change by Previous Change Order(s)	_____
Contract Sum Prior to this Change Order	_____
Contract Sum, will be (increased) (decreased)	_____
(unchanged) by this Change Order	_____
New Contract Sum, including this Change Order	_____
Contract Time will be (increased) (decreased)	_____
(unchanged) by this Change Order	_____ DAYS
Revised Contract Completion Date	_____
Added Building Area	_____ (Sq. Ft.)

**NOTE:** No additional increase in time or money will be considered for a Change Order item after it has been reviewed and ruled on.

### RECOMMENDED

Coco & Company  
Wayne Lawrence Coco, AIA,  
Architect, LLC  
PO Box 111 / 510 Main St.  
Simmesport, Louisiana 71369

### ACCEPTED

Contractor's Name  
Address

### APPROVED

Denice Owens  
President  
Claiborne Parish Library Board of Control  
909 Edgewood Dr..  
Homer, LA 71040

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_