

Subcontractor Change Order Form Sample

The **subcontractor change order form sample** is a crucial document used to outline modifications to the original subcontract agreement. It clearly details changes in scope, cost, and timeline, ensuring all parties acknowledge and approve adjustments. Utilizing this form helps maintain transparent communication and project accountability.

Project Information

Project Name	<input type="text"/>
Project Number	<input type="text"/>
Date	<input type="text"/>

Subcontractor Information

Subcontractor Name	<input type="text"/>
Contact Person	<input type="text"/>
Phone/Email	<input type="text"/>

Original Contract Details

Contract Number	<input type="text"/>
Original Contract Amount	<input type="text"/>
Original Completion Date	<input type="text"/>

Change Order Details

Change Order Number	<input type="text"/>
Description of Change	<input type="text"/>
Reason for Change	<input type="text"/>
Change in Amount (+/-)	<input type="text"/>
Revised Contract Amount	<input type="text"/>
Change in Completion Date	<input type="text"/>
Other Impacts	<input type="text"/>

Approvals

Requested by (Subcontractor)	<input type="text"/>	Date	<input type="text"/>
Approved by (General Contractor)	<input type="text"/>	Date	<input type="text"/>
Owner/Client Approval	<input type="text"/>		

All changes must be approved before any related work is commenced. Attach additional information if necessary.