

(Sample)

Change Order # _____

Contractor / Company contact info, license #, logo, etc...

PLEASE PRINT

Homeowner _____

Sheet _____ of _____

Contractor _____
Owner(s) _____

Loan No: _____
Construction Coordinator: _____
Date: _____

| Change in Work (Identify Additions, Deletions and Changes) | Addition (or Reduction) in Cost |
|--|---------------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

NOTE: This Addendum/Change Order is invalid unless authorized by PHB. Should the cost of the additional work exceed any contingent or unused loan funds, the difference will be the obligation of the owner(s).

TOTAL OF CHANGES: _____

ORIGINAL BID (BEFORE REVISION): _____

REVISED BID/CONTRACT PRICE: _____

Reason for Change: _____

Signed _____
Owner Date

Signed _____
Contractor Date

Signed _____
Owner Date

Signed _____
PHB Construction Coordinator Date