

Company Name
Address
Phone Number

Company Logo

AIA CHANGE ORDER FORM

Project	
Owner	
Contract	
Architect	
Contractor	

Description of Changes	
Reasons for Change	

The original (Contract Sum)	
The net change by previous Change Orders	
The (Contract Sum) prior this Change Order	
The (Contract Sum) will be increased/decreased	
The new (Contract Sum)	
The contract time	
The new date of Substantial Completion	

Approved By	Architect	
	Contractor	
	Owner	