

PROPOSED CHANGE #10
11/20/08



**Sample
Sample Proposed Change Order**

HTR's initials	Owner's initials	Price	Work description	Time added to completion date
TF	<input type="text"/>	1)	550 Unforeseen repairs to front landing framing to prepare for tile. Work to include demo, framing and sistering of joist compromised by previous tile installer.	1 day

Please initial the proposed change(s) you agree with and return it to us today, 11/23/08.

Original completion date: week of 5/28/08
Current completion date: week of 6/5/08

PAYMENT

- > 50% Payment due upon acceptance of change order. **WAIVED**
- > Payment can be given to the lead carpenter, or call the office to arrange an alternative solution.
- > Balance due upon completion of change order.
- > Upon acceptance of this change order, a \$75.00 administration charge (per original contract) is to be paid. **WAIVED**

ACCEPTANCE OF CHANGE ORDER

- > The above prices and specifications of items initialed by the owner are hereby accepted. All work to be performed under the same terms and conditions as specified in original proposal/contract unless otherwise stipulated.

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