

Change Order Transmittal
UW Capital Planning and Development



To: _____ Date: _____
Contract Number: _____
Change Order Number: _____

The contract has been revised as follows:

COP #	Amount

Original [Base Target Cost / Final Target Cost]

Sum of changes by previously authorized change orders

[Base Target Cost / Final Target Cost] prior to this change order

[Base Target Cost / Final Target Cost] will be changed by this change order in the amount of

New [Base Target Cost / Final Target Cost] including this change order

Contract Time will be changed by

Date of substantial completion as of this change order

BY: _____

CC: Capital Planning & Development Accounting