

WORK CHANGE DIRECTIVE NO.

Date of Issuance: _____ Effective Date: _____

Project: _____

Owner: _____ Contact Info.: _____

Contract: _____ Date of Contract: _____

Contractor: _____ Eng. Project No.: _____

You are directed to proceed promptly with the following change(s):

Item Number	Description

Attachments:

PURPOSE FOR WORK CHANGE DIRECTIVE:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

Non-agreement on pricing of proposed change.

Necessity to expedite Work described herein prior to agreeing to changes on
Contract Price and Contract Time.

ESTIMATED CHANGE IN CONTRACT PRICE AND CONTRACT TIMES:

Contract Price _____ Increase Decrease

Contract Time _____ Increase Decrease

If the change involves an increase, the estimated amounts are not to be exceeded without further authorization.

Recommended for Approval by Engineer: _____ Date: _____

Authorized for Owner By: _____ Date: _____

Accepted for Contractor By: _____ Date: _____

Approved by Funding Agency: _____ Date: _____