



AIA[®] Document G701[™] – 2001

Change Order

PROJECT: <i>(Name and address)</i>	CHANGE ORDER NUMBER:	OWNER <input type="checkbox"/>
	DATE:	ARCHITECT <input type="checkbox"/>
		CONTRACTOR <input type="checkbox"/>
TO CONTRACTOR: <i>(Name and address)</i>	ARCHITECT'S PROJECT NUMBER:	FIELD <input type="checkbox"/>
	CONTRACT DATE:	OTHER <input type="checkbox"/>
	CONTRACT FOR:	

The Contract is changed as follows:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ _____
The net change by previously authorized Change Orders	\$ _____
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ _____
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ _____
The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be	\$ _____
The Contract Time will be (increased) (decreased) (unchanged) by	() days.

The date of Substantial Completion as of the date of this Change Order, therefore, is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

_____ ARCHITECT <i>(Firm name)</i>	_____ CONTRACTOR <i>(Firm name)</i>	_____ OWNER <i>(Firm name)</i>
_____ ADDRESS	_____ ADDRESS	_____ ADDRESS
_____ BY <i>(Signature)</i>	_____ BY <i>(Signature)</i>	_____ BY <i>(Signature)</i>
_____ <i>(Typed name)</i>	_____ <i>(Typed name)</i>	_____ <i>(Typed name)</i>
_____ DATE	_____ DATE	_____ DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.