



# Arizona School Facilities Board

## CHANGE ORDER

District: <i>(Name and Address)</i> _____ _____ _____  School: <i>(Name and Address)</i> _____ _____ _____	SFB Project Number: _____ Project Description: _____ _____  Change Order Number: _____ Date: _____	<b>Review Required by:</b> School District <input type="checkbox"/> Design Professional <input type="checkbox"/> Contractor <input type="checkbox"/> Vendor/Supplier <input type="checkbox"/> Liaison <input type="checkbox"/> Other <input type="checkbox"/>
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**The Contract is changed as follows:**

*(Include a brief description of the change and the reason for the change)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Original Contract Sum:	_____	(\$)
Net Change by Previously Authorized Change Orders:	_____	(\$)
Contract Sum Prior to this Change:	_____	(\$)
Contract Sum will be <i>(increased, decreased, or unchanged)</i> :	_____	(\$)
New Contract Sum:	_____	(\$)
Contract Schedule will be <i>(increased, decreased, or unchanged)</i> :	_____	<i>(workdays)</i>

**Signatures:**

*This Change Order does not provide for the consideration of any changes in Contract Sum or Time until an authorized signature is affixed by School District, Design Professional, Contractor, and Vendor/Supplier. This Change Order also requires signature authorization by a representative of the AZSFB staff. Pursuant to A.R.S. 15-2001.J.2., IF A SCHOOL DISTRICT APPROVES (If the District has issued a purchase order or started the work) WORK REFERENCED IN A CHANGE ORDER BEFORE THE BOARD ('The Board' for the purposes of this Change Order is interchangeable the 'SFB Staff') APPROVES THE CHANGE ORDER, THE SCHOOL DISTRICT IS RESPONSIBLE FOR THE COST AND CONSTRUCTION OF THE PROJECT ('The Project' is defined for the purposes of the Change Order as the work defined in the Change Order).*

Entity	Name <i>(Print Please)</i>	Signature	Date
School District:	_____	_____	_____
Design Professional:	_____	_____	_____
Contractor:	_____	_____	_____
Vendor/Supplier:	_____	_____	_____
Liaison:	_____	_____	_____