



Construction Change Order

Please make a list of all your questions and potential upgrades/changes and we will discuss these items and provide prices and quotes at the buyer / builder meeting. Submit this form with each upgrade/change with payment to the email provided in the packet.

Location of Project:

Project Manager:

Requesting Party / Buyer:

Buyer Email:

Date:

Description of Change Requested (if not provided in the list on the 2nd page)

Reason for Change

Specifications

Additional Information

Upgrade Fee if Applicable (exceeds budget)

Change Order Fee (applies to all)

Total (due upon request)

Approved By Signature : _____

Client / Buyer Signature: _____



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List of common upgrades – Check any that apply

Common Upgrades	Item numbers / Notes	Prices
<input type="checkbox"/> Flooring Upgrade – tile throughout home		
<input type="checkbox"/> Flooring Upgrade – add tile to living & hallways		
<input type="checkbox"/> Paint Upgrade – more than 1 color on interior walls		
<input type="checkbox"/> Paint Upgrade – additional colors on exterior		
<input type="checkbox"/> Additional concrete to back patio		
<input type="checkbox"/> Additional concrete to front porch		
<input type="checkbox"/> Tile upgrade to fireplace		
<input type="checkbox"/> Tile upgrade to backsplash		
<input type="checkbox"/> Upgrade shower tile / added flooring tile		
<input type="checkbox"/> Granite upgrade		
<input type="checkbox"/> Sink upgrade		
<input type="checkbox"/> Adding additional outlets		
<input type="checkbox"/> Adding additional exterior faucets		
<input type="checkbox"/> Barn door – client provides hardware		
<input type="checkbox"/> Additional Interior lighting		
<input type="checkbox"/> Additional exterior lighting		
<input type="checkbox"/> Remove tub and extending the size of shower		
<input type="checkbox"/> Adding additional decking to the attic		
<input type="checkbox"/> Adding HEPA filtration system		
<input type="checkbox"/> Upgrading the whole home to propane		
<input type="checkbox"/> Upgrading the stove to propane		
	Total:	

Special Provision

-When moving walls, or adding, specify the direction (N,E,S or West wall) and the average sq foot that it will increase the home. Full wall / Pony wall etc.