Federal Project Number:_____

SAMPLE CHANGE ORDER SUMMARY

Change Order No.	Bid Item No.	Brief Description	Contract Item Price *	Amount Participating	Amount Expenditure Extra Work **	Amount Participating
			$ 0.00	$ 0.00	$ 0.00	$ 0.00

The amount shown as extra work is to be reported as a supplemental expenditure on the final Detail Estimate.

Liquidated Damages/contractors claim: _____

Date of completion: _____

Date of acceptance: _____

* Amounts shown are included at Bid Prices on Detail Estimate.
** Extra Work (Payment under force account or agreed price).

Distribution: (1) Original - included in Report of Expenditures
(2) Copy retained by Local Agency Project File