Change Order

Fictional example — replace all sample details.

Date: 2026-11-04 Reference: CO-001 Prepared by: Dave Builds Inc.

Project
Kitchen refresh

Customer
Jamie Homeowner

Original contract
$18,500

Change amount
$1,250

Change description

Add under-cabinet lighting and relocate one outlet after cabinet layout changes.

Item	Qty	Price
Under-cabinet lighting	1	$850
Outlet relocation	1	$400

Contractor

Alex Contractor

Date

Customer

Jamie Homeowner

Date