Flooring Replacement Change Order Request

Date

MM/DD/YYYY

Project Name / Number

Client / Owner

Change Order Details

Description of Requested Change

Reason for Change

Flooring Details

Area / Room	Existing Flooring Type	New Flooring Type	Square Footage	Additional Notes

Estimated Cost Impact ($)

Estimated Schedule Impact (Days)

Approval

Requested By
(Name & Signature)

Approved By
(Name & Signature)

Date