

Interior Painting Change Order Request

Project Name

e.g., Smith Residence

Change Order No.

e.g., CO-002

Date

Owner/Client

e.g., John Smith

Contact Information

e.g., (555) 123-4567

Project Address

e.g., 123 Main St, City, State

Description of Change

Describe the change requested (e.g., Paint color change from Off White to Light Gray in living room and hallway)

Reason for Change

State the reason for the requested change.

Cost Breakdown

Item	Description	Qty	Unit Price	Total
Paint	Premium Interior (L)			

Total Change Order Amount (\$):

Impact on Project Schedule

Describe any impact to project completion date (e.g., Add 2 days for drying time).

Owner/Client Signature

Date

Contractor Signature

Date