Construction Change Directive

changes will not be obscured.

PROJECT: (Name and address)	DIRECTIVE NUMBER:	OWNER 🗆
	DATE:	ARCHITECT
	CONTRACT FOR:	CONSULTANT
TO CONTRACTOR: (Name and address)	CONTRACT DATED:	CONTRACTOR
	ARCHITECT'S PROJECT	
		OTHER
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You are hereby directed to make the followard to briefly any proposed changes of the following the f		ternative.)
PROPOSED ADJUSTMENTS 1. The proposed basis of adjustment to	the Contract Sum or Guaranteed Maxim	um Price:
☐ Lump Sum (increase) (decreas	e) of \$	
☐ Unit Price of \$	per	
☐ As provided in Section 7.3.3 o	f AIA Document A201™–2007	
☐ As follows:		
2. The Contract Time is proposed to (b	e adjusted) (remain unchanged). The pro	posed adjustment, if any, is (an
increase of days) (a d	ecrease of days).	
When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.		Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.
ARCHITECT (Firm name)	OWNER (Firm name)	CONTRACTOR (Firm name)
ADDRESS	ADDRESS	ADDRESS
BY (Signature)	BY (Signature)	BY (Signature)
(Typed name)	(Typed name)	(Typed name)
DATE	DATE	DATE
CAUTION: You should sign an original AIA	Contract Document, on which this text app	ears in RED. An original assures that

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