

**MEMORANDUM OF NEGOTIATION
FOR CHANGE ORDER**

PROJECT NAME: _____ **SRF NO. C-544**

CONTRACT NO. _____ **CHANGE ORDER NO.** _____ **DATE:** _____

LOCATION: _____

PARTIES ATTENDING: _____

DESCRIPTION OF CHANGE ORDER:

CONTRACTOR'S COMMENTS (Price Proposal):

ENGINEER'S COMMENTS:

OWNER'S COMMENTS:

RESULTS:

TIME CHANGE: _____

Signatures of Acceptance

Contractor: _____

Engineer: _____

Owner: _____