

EXTRA WORK ORDER

This form complies with professional standards currently in effect

Insert your logo here

ABCForms, Inc.

License B 0000001
65 Pine Avenue Suite 310
Long Beach, CA 90802

RE: AGREEMENT
ENTERED INTO
DATED:

PHONE (800) 555-5151 CELL (800) 555-5151

TO:	NAME			
	PROJECT ADDRESS		STATE/ZIP	PHONE
	ALTERNATE ADDRESS (IF ANY)		STATE/ZIP	PHONE

This EXTRA WORK ORDER includes the following:

- The work below to be paid for at actual cost of labor and materials plus _____ percent (_____ %) plus _____ dollars
- The work below to be completed for the sum of (\$ _____) dollars

DESCRIPTION OF WORK

The work covered by this order shall be performed under the same conditions as that included in the original contract unless stated otherwise above.

Extra Work No. _____
Date: _____
Project: _____
Location: _____
Job No. _____
Extra Work Approved _____

CONTRACTOR SIGNATURE _____ OWNER SIGNATURE _____ DATE _____

Sample