

APPENDIX 14 – SAMPLE CONTRACT MODIFICATION

1. Modification Number: _____
2. Effective Date: _____
3. Contract Number: _____ Dated: _____
4. This Modification Modifies the Contract as Described Below:

This Change Order is Issued Pursuant To:

(Cite Contract Clause) _____

The Contract Is Modified to Reflect the Following Administrative Changes (e.g., Changes in Payment Office) _____

This Supplemental Agreement is Entered into Pursuant

To: _____

(Cite Contract Clause or Mutual Agreement of The Parties)

Other (Specify Type of Modification and Authority):

5. The contractor ___ [is] or ___ [is not] required to sign this document and return ___ copies to the Contracting Officer.
6. Description of Modification: (Include Section, Clause, Page Number, and Subject Matter)

Except As Provided Herein, All Terms and Conditions of The Contract Remain Unchanged and In Full Force and Effect.

Name and Title of Signer: _____

Date: _____

8. Name and Title of Contracting Officer: _____

Date: _____