



Change Request Form

Contract No: _____
 Contract Name: _____

Date	Change Number	Requesting Party	Requestor Name
Change History: (Date, Change Number, Description)			
Description of Change:			
Reason for Change:			
Cost and Timeline Impact:			
*ITD Signature and Date		*Contractor Signature and Date	

*As defined in Attachment #, Section #, for Changes & Amendments:

- Minor Changes - *this form may be signed and executed by the Contractor and CMT.*
- Other Changes - *this form may be filled out **without signatures** and routed to the CAT for request of a formalized Amendment to the Contract.*

Changes not executed in compliance with this section may be void pursuant to Idaho Code, Section 67-9213, and, may cause the entire Contract to be void.