

# Architectural Practice Letterhead

## Agreed Change To Client/Architect Contract

In accordance with the contract between  
(Firm name) and

Agreed Change Number:

for (project name)

Client:

Contract Date:

Project Number:

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The following changes to the scope of services, milestone dates and professional fees are agreed:

Change to milestone dates:

Increase/Decrease to construction budget, estimate of construction cost;  
or construction contract:

\$

Increase/Decrease to architect's fee:

\$

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**CLIENT:**

**ARCHITECT:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)