

**UAB FACILITIES  
CHANGE ORDER (CO)  
Document Transmittal**

DATE: \_\_\_\_\_

PROJECT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project #: \_\_\_\_\_ CHANGE ORDER #: \_\_\_\_\_

COMPANY: \_\_\_\_\_ CHANGE ORDER COST: \_\_\_\_\_

Add  
 Deduct

UAB CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

Funding for this Change Order is included in the construction budget, set forth in the latest approved Project Financing and Scheduling Report No. \_\_\_\_\_ dated \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RECOMMENDED:** This Change Order has been reviewed in conjunction with the Project Contract Documents and approval is recommended.

\_\_\_\_\_ Date: \_\_\_\_\_  
Project Manager

\_\_\_\_\_ Date: \_\_\_\_\_  
Department Director

**FACILITIES APPROVAL:**

\_\_\_\_\_ Date: \_\_\_\_\_  
Associate Vice President for Facilities

**ROUTING:**

- UAB Legal Counsel
- Associate Vice President for Financial Affairs

**AFTER FINAL APPROVAL RETURN TO:** Project Management Services, FAB 245, Zip 4554 \_\_\_\_\_