ClearSkai TECHNOLOGIES

CONTRACT / CLOSE · CHANGE ORDER

Change Order Form

Use when a request changes scope, price, timeline, integrations, deliverables, or approved direction. This keeps extra work clean before it starts.

SL-CC-04 · Version 6.0 · Issued November 20, 2026

Document	
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Version	6.0
Issued	November 20, 2026
Library folder	Contract / Close
Replaces	ClearSkai_Change_Order_Form_v5-2.pdf
Classification	Sales document library · client form

Prepared for

CLIENT NAME & COMPANY

PROJECT / BUILD NAME

CLIENT EMAIL

Get back to building where it matters most.

CHANGE REQUEST

Original Scope & Requested Change

Use this only when the request changes scope, price, timeline, or deliverables.

CLIENT / COMPANY

PROJECT / BUILD NAME

CHANGE ORDER NUMBER

REQUEST DATE

REQUESTED BY

RELATED SOW / MILESTONE

ORIGINAL SCOPE / CURRENT APPROVED WORK

REQUESTED CHANGE / NEW SCOPE

Change Type

- [ ] New page / route
- [ ] New feature
- [ ] New integration
- [ ] Major design change
- [ ] Major copy change
- [ ] Rush / priority
- [ ] Third-party setup
- [ ] Other

IMPACT

Price, Timeline & Approval

ClearSkai should not start change-order work until this page is approved.

Impact Summary

Original approved project total	$
Change order price increase / decrease	$
Revised project total	$

TIMELINE IMPACT / ADDED DAYS

PAYMENT REQUIRED BEFORE WORK STARTS

APPROVED START DATE

NEW LAUNCH TARGET

TERMS / CONDITIONS FOR THIS CHANGE ORDER

Approval Rule

By signing, client approves the price impact and timeline impact. ClearSkai may require payment before change-order work starts. This Change Order becomes part of the Master Services Agreement and Scope of Work.

Signatures

CLIENT / AUTHORIZED SIGNER

SIGNATURE / TYPED NAME

PRINTED NAME / TITLE

DATE

CLEARSKAI TECHNOLOGIES

SIGNATURE / TYPED NAME

PRINTED NAME / TITLE

DATE