

**CHANGE ORDER - CHANGE IN THE WORK, EXTRA WORK**

TO: [CONTRACTOR]

FROM: Ministry of Transportation

Region:

Change Order No.: CO- - -

Contract No.:

Hwy No.:

Location:

In accordance with the MTO General Conditions of Contract, the Contractor is ordered to make a Change in the Work or perform Extra Work as follows:

The basis of payment for the Change in the Work or Extra Work shall be:

- ☐ by variation in tender quantities.
- ☐ by revision in tender prices, or by negotiated price for a new item.
- ☐ by lump sum payment.
- ☐ by Time and Material Basis as per MTO General Conditions of Contract.

The Contractor may apply for an extension of Contract Time in accordance with the terms of the MTO General Conditions of Contract. ~~Use Form PH-CC-775.~~

**THE CONTRACTOR SHALL PROCEED WITH THE CHANGE IN THE WORK OR EXTRA WORK, NOTWITHSTANDING THAT THE CONTRACTOR MAY HAVE COMMENCED NEGOTIATIONS OR ISSUE RESOLUTION PURSUANT TO THE MTO GENERAL CONDITIONS OF CONTRACT, AND FURTHER THAT THIS NEGOTIATION OR RESOLUTION MAY NOT YET BE COMPLETE.**

Except as provided above, all terms and conditions of the Contract shall remain in full force and effect.

signature, name, title of  
MTO representative

signature, name, title of contractor  
representative indicating receipt

date

date

DISTRIBUTION: CONTRACTOR, C.A., REGIONAL OPERATIONS OFFICE. All signatures must be original.