CHANGE ORDER

Courtyard fireplace and gas line

CO-004 AWAITING APPROVAL

PROJECT	HOMEOWNER	ISSUED
1234 Shady Tree Lane, Dallas, Texas	Sample Homeowner	October 24, 2026

REQUESTED SCOPE

Add a direct-vent gas fireplace at the covered courtyard loggia, including the gas connection, shutoff, and finished surround.

COST BREAKDOWN	AMOUNT
Direct-vent fireplace unit and trim	$3,450.00
Gas line, shutoff valve, and pressure test	$1,850.00
Framing, surround, and installation	$1,650.00
Project coordination and labor	$500.00

PROPOSED CHANGE TO CONTRACT **$7,450.00**

SCHEDULE IMPACT Adds one working day, provided approval is received before the gas and framing rough-in.

HOMEOWNER DECISION

Decision requested by November 2, 2026

[ ] Approve [ ] Decline

Homeowner signature: _____ Date: _____

Work begins after written approval and confirmation of selections.

SAMPLE ONLY | NOT A CONTRACT DOCUMENT | ALL NAMES, DATES, AND PRICING ARE FICTIONAL