

# Construction Contract Addendum

Date: [Insert Date]

To: [Contractor's Name]

Address: [Contractor's Address]

From: [Owner's Name]

Address: [Owner's Address]

Subject: Addendum to Construction Contract for Scope Changes

Dear [Contractor's Name],

This letter serves as an addendum to the original construction contract dated [insert original contract date], regarding the project located at [insert project address]. After careful consideration, we have agreed to the following changes to the scope of work:

1. [Detail the first change, including any specifications or requirements]
2. [Detail the second change, including any specifications or requirements]
3. [Continue listing additional changes as necessary]

The adjustments mentioned above will affect the overall timeline and budget of the project. Please find attached the revised project timeline and budget reflecting these changes.

We request your confirmation of these changes by signing below and returning a copy of this addendum by [insert return date].

Thank you for your attention to this matter. We look forward to the successful progression of our project.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

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Contractor's Signature

Date: \_\_\_\_\_