

Variation / Change Order

Construction & Infrastructure

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Document a scope change and its impact — a variation order with the change description, reason, cost and time impact, rate basis (contract rates or new rate analysis) and an approval block. Fill in your details below.

Purpose of this tool & output

Document scope changes and their cost

How the output is used

Use the variation order to document a scope change and its cost/time impact so it is approved and billable, not disputed later.

Who receives it

The client/employer and the contractor (and the consultant certifying it) — all hold a signed copy.

Fees & charges

No separate government fee; it modifies the existing contract and flows into billing and GST.

Who should vet it

The project consultant/quantity surveyor, to certify the varied quantities, rates and time impact.

Important cautions

AI-generated document; follow the contract variation procedure and get approvals.

Companion documents

- Construction Contract Draft
- Subcontractor Agreement
- Labour Contractor Agreement
- Material Supply Contract
- Consultant / Architect Agreement
- Work Order Generator

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.

