EXAMPLE FRAMING CO.

1234 Example Road SE, Calgary, AB
403-555-0142 · estimating@example.com · GST 00000 0000 RT0001 (sample)

CHANGE ORDER

CO-07

Contract **Bid Q-0219 (accepted Oct 9, 2026)**
Requested **Mon Nov 2, 2026, 7:31 AM**
Signed **Mon Nov 2, 2026, 7:52 AM**

BUILDER

Example Homes Ltd.
Requested on site by R. M., site super

JOB

Plan EH-2412, Lot 12, Block 4 · 123 Example Crescent SW, Calgary, AB
Location: main floor, kitchen / dining partition M-I12, grids C-D / 2-3 (A-101)

FROM THE FOREMAN'S VOICE NOTE (0:14, VIETNAMESE), TRANSLATED BY AI

"Ông super muốn dời bức tường bếp qua phía đông 2 feet. Thêm blocking cho tủ bếp phía trên."

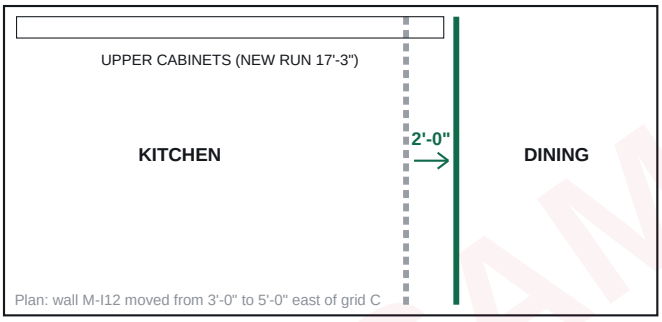
"The super wants the kitchen wall moved 2 ft east. Add blocking for the upper cabinets."

Transcript checked by the foreman before sending · original audio kept with this change order

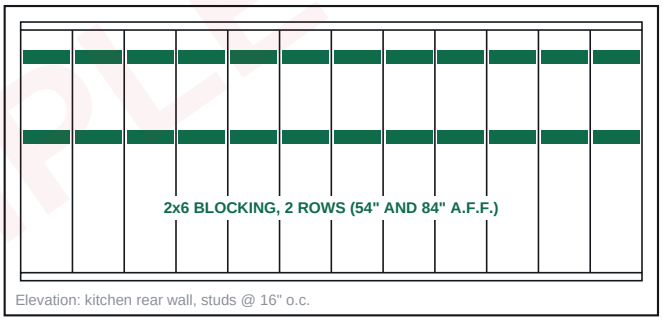
SCOPE OF THE CHANGE

- Take down the kitchen / dining partition (M-I12, 16'-6") and re-frame it 2'-0" east, from 3'-0" to 5'-0" east of grid C, with its 6'-0" cased opening (OP3) and flat header.
- Add 2x6 blocking for the upper cabinets on the kitchen's rear wall, two rows along the new 17'-3" run.

SKETCHES



Plan: wall M-I12 moved from 3'-0" to 5'-0" east of grid C



Elevation: kitchen rear wall, studs @ 16" o.c.

ITEM	QTY	RATE	AMOUNT
Labour: re-frame the partition and cased opening, add blocking	6 crew-hours	$100.00	$600.00
Material at cost: 2x4 studs (10), 2x4x16' plates (3), 2x6x10' blocking (3), nails, screws and adhesive	1 lot	$180.00	$180.00

Schedule: no delay, done the same day. Billing: added to Draw 2 (invoice INV-1042).

Subtotal	$780.00
GST 5%	$39.00
Total	**$819.00**

APPROVAL

BUILDER

R. M.

R. M., site super, Example Homes Ltd. · signed electronically

SIGNED MON NOV 2, 2026, 7:52 AM

✓ BEFORE THE WORK STARTS

7:31 voice note in · 7:38 change order drafted by AI from the rate card
7:41 approved by the office · 7:44 sent for e-signature · 7:55 crew starts

SAMPLE