

# NOTICE OF CHANGE IN WORK

..... (Municipality), on ..... 20...

(Corporate Name)  
attn : (Recipient)  
(Corporate Address)  
(Office or Suite)  
(Municipality), (Province)  
(Postal Code)

Our Ref.: .....  
Your Ref.: .....

RE: Notice of Change in Work

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.....  
Please be notified that, pursuant to ..... (description of the reasons for the change), the specifications for ..... (description of the work) (hereinafter referred to as the "Work"), attached as schedule ..... to the ..... agreement entered into by you and ..... (name of party requiring the change in the work)



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