**A blue and black logo

AI-generated content may be incorrect.**

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| --- | --- | --- | --- | --- |
| Project Name: |  | | Date: |  |
| Project Number: |  |  | | |

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| Requested By: |  | | | | | | |  | | | |
| Email: |  | | | | | |  | | | | |
| Phone: |  | | | | |  | | | | | |
|  | | | | | | | | | | | |
| **Description of Project Scope Changes:** | | | | | | | | | | | |
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| **Justification:** | | | | | | | | | | | |
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| **Impact on Project:** | | | | | | | | | | | |
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| **Supporting Documentation:** | | | | | | | | | | | |
| Author: | | |  | Date: | | | |  | Description: | | |
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| **Approved:** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Project Sponsor: | | Name: | | |  | | | | | Date: |  |
| Signature: | | |  | | | | |  |  |
| Project Manager: | | Name: | | |  | | | | | Date: |  |
| Signature: | | |  | | | | |  |  |