



# SF30 Request Form

## BASIC CONTRACT MODIFICATION INFORMATION

Contract Number: \_\_\_\_\_ Task Order # \_\_\_\_\_ Project Number: \_\_\_\_\_

CM description: \_\_\_\_\_ Does the CM have a WFLHD 10? \_\_\_\_\_

Is the contractor required to sign the CM? \_\_\_\_\_ Does the contractors copy need to have a dollar amount? \_\_\_\_\_

How many pages does the CM have (NOT including SF30)? \_\_\_\_\_ Who is signing the CM? \_\_\_\_\_

Reason for CM: \_\_\_\_\_

What is the reason (FAR Clause) for the change? \_\_\_\_\_

If OTHER was chosen state the FAR Clause: \_\_\_\_\_

Procurement Request Numbers: \_\_\_\_\_

## ACCOUNTING INFORMATION

Account Number	Actual Amount Obligated / Deobligated

## RELEASE LANGUAGE

	In consideration of the modification agreed to herein as complete equitable adjustments for the changes detailed herein, the contractor hereby releases the government from any and all liability under this contract attributable to the facts or circumstances giving rise to, arising, from, or relating to, this modification.  Continue on Page 4.
	Continue on Page 3.
	This administrative change increases the project obligation for anticipated funding needs.
	This change order directs the contractor to perform work as described on the following pages. The contractor is to track and segregate costs associated with this work. A successor contract modification will definitize the work, prices, and any time impacts.
	This administrative change decreases the project obligation for anticipated funding needs that did not occur.

**\*\*Other release language and or special instructions. \*\***