

Change Control Form

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| Project Name: | *<Project Name>* |
| Project Code: | <Project Code> |
| Requestor: | <Requestor Name> |
| Project Manager: | <Name> |
| Request Date: | <Today’s Date> |
| Change Requested: | <Resolution Requested> |

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| **Change Description:** | | |
| **Reason for Change:** | | |
| **Impact of Change on Scope:** | | |
| **Impact of Change on Deliverables:** | | |
| **Impact of Change on Resources:** | | |
| **Impact of Change on Quality:** | | |
| **Impact of Change on Time:** | | |
| **Impact of Change on Cost:** | | |
| Disposition of Change Resolution: | Accepted: | Denied: |

Project Manager: \_\_\_\_\_ Date: \_\_

Project Sponsor: \_\_\_\_\_ Date: \_\_