



MINOR AMENDMENT DATE CHANGE REQUEST FORM

This amendment request process provides clear and consistent direction to agencies and contractors requesting amendments to contracts and Interlocal contracts with the Clark County Desert Conservation Program.

This form should be used to make **minor** modifications to the due dates for deliverables or milestones of a contract, Interlocal Agreement or scope of work agreed to in writing between the County and the agency or contractor. If major changes are required, or the revised due date affects the overall term of the contract, Interlocal Agreement, or scope of work, then you must submit your request using the Amendment Request Form accessible on the [DCP Project Handbook](#) page.

All amendments must be submitted in writing to dcp@clarkcountynv.gov using this form and shall include an updated Appendix 1 table with the amendment request.

PROJECT TITLE:	
PROJECT NUMBER:	
CBE NUMBER:	
DATE OF REQUEST:	
PROJECT MANAGER:	

CHANGE DELIEVERABLE AND/OR MILESTONE DUE DATE:

CURRENT DUE DATE	REVISED DUE DATE	DELIEVERABLE/ MILESTONES NUMBER	DELIEVERABLE/MILESTONE TITLE
Example: 3/30/2022	04/15/2022	D01	Annual Work Plan

JUSTIFICATION FOR THE REQUEST: