

Schedule 6A Order Variation Template

Parties

- A. Commonwealth of Australia as represented by [insert Entity name and ABN] (**Entity**); and
- B. [Name and ABN of Service Provider] (**Service Provider**)

Recitals

- A. The Entity and the Service Provider are party to an Order dated [insert date] for the provision of [include description of the services].
- B. The parties wish to vary the Order as provided by this Order Variation.

The parties agree as follows:

The Order is varied in accordance with the terms set out below. Unless specifically stated in this Order Variation, all terms and conditions of the Order continue unaffected.

1.	Order Variation number	
2.	Raised by	
3.	Details of change (use attachments if required)	Example: Old Text: Clause XXX New Text XXXXX
4.	Implementation date of variation	
5.	Effect on services	
6.	Plan for implementing the change [if any]	
7.	Effect on price [if any]	Example: Old Price: Clause XXX New Price XXXXX
8.	Effect on service levels [if any]	As above

9.	Other relevant matters (e.g. transitional impacts)	
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[Insert description of any other variation]

Executed as an agreement

Entity

Name (print)

Position

Signature

Date

Service Provider

Name (print)

Position

Signature

Date
