<Official name and address of the contracting authority [if direct management*:* ‘The European Union, represented by the European Commission, for and on behalf of the government of < name of partner country/countries>’] >

(‘the contracting authority’),

of the one part,

and

<Official name of contractor>

[<Legal status/title>][[1]](#footnote-1)

[<Official registration number>][[2]](#footnote-2)

<Full official address>

[<VAT number>[[3]](#footnote-3)] ,

(‘the contractor’)

of the other part,

have agreed as follows:

The following provisions of contract < title and identification number of contract > concluded between the contracting authority and the contractor on < date > (the ‘contract’) are hereby [replaced] [completed] as follows:

Article < number > : < title >

< text of the new article as amended >

Annex < number > : < title >

[The new version of Annex < number > : < title > is attached to this addendum]

All other terms and conditions of the contract [and its previous addenda] remain unchanged. This addendum shall form an integral part of the contract and it shall enter into force on the later date of signature by the parties.

Done in English in [two] [three] originals, [For direct management*:* [one] [two] originals being for the European Commission] [ For indirect management:one original being for the contracting authority, one original being for the European Commission, ] and one original being for the contractor.

|  |  |  |  |
| --- | --- | --- | --- |
| **For the contractor** | | **For the contracting authority** | |
| Name |  | Name |  |
| Title |  | Title |  |
| Signature |  | Signature |  |
| Date |  | Date |  |
| **[Endorsed for financing by the European Union**[[4]](#footnote-4) | | | |
| Name |  |  |  |
| Title |  |  |  |
| Signature |  |  |  |
| Date | ] |  |  |

1. Where the contracting party is an individual. [↑](#footnote-ref-1)
2. Where applicable. For individuals, mention their ID card or passport or equivalent document number [↑](#footnote-ref-2)
3. Except where the contracting party is not VAT registered. [↑](#footnote-ref-3)
4. Where the contracting authority is not the European Commission and endorsement is foreseen in the practical guide. Delete where not applicable. [↑](#footnote-ref-4)