

Change Request

Homepage — Add Testimonials Section

Customer

Brightleaf Co., Ltd.

Service Provider

Kiluth LTD.

CR Reference

CR-00001

Related Agreement

AGR-00007

Date Raised

15 May 2026

Illustrative example for guidance. The client, project, and figures are fictional. This example shows a standard change request where the client pays.

This Change Request ("CR") records a requested change under agreement AGR-00007 between Brightleaf Co., Ltd. and Kiluth LTD. ("Kiluth"). The change is described below for the record; its current status is shown in Section 1.

1. Change Summary

CR ID	CR-00001
Title	Add testimonials section to the homepage
Requested by	Brightleaf Co., Ltd.
Date raised	15 May 2026
Related agreement	AGR-00007
Priority	Normal
Status	Approved

2. Background

During a review meeting, the client asked to add a testimonials section to the homepage to build trust with new visitors. This is new scope, beyond the homepage design already signed off. This CR is raised to price and schedule the addition.

3. Requested Change

	Change
1	Add a testimonials carousel to the homepage, below the hero section.
2	Display up to six client logos within the section.

Remark: These changes cover UX / UI / Dev / QA / PM.

4. Scope of Work

Work Kiluth will perform to deliver this change, covering the disciplines noted above.

	Task
1	UX / UI — design the testimonials carousel and logo strip to match the approved homepage style.
2	Development — build the carousel and logo strip, responsive across breakpoints.
3	QA — verify the section renders and scrolls correctly on mobile, tablet, and desktop.
4	PM — coordination and delivery management.

5. Out of Scope

1	Writing or sourcing the testimonial copy and client logos (provided by the client).
2	Any change beyond the homepage. Design or functionality already signed off, except as described in this CR.

6. Impact Assessment

Estimated effort	8 hours
Target start	19 May 2026
Target completion	22 May 2026

7. Cost Estimate

Estimated at THB 2,500 / hour (excl. VAT). Final invoicing is in THB.

Item	Hours	Rate (excl. VAT)	Amount (excl. VAT)
Homepage — testimonials section	8	THB 2,500	THB 20,000
Subtotal	8	—	THB 20,000
7% VAT	—	—	THB 1,400
Total (incl. VAT)	—	—	THB 21,400

8. Approval

This Change Request is approved by both parties. Signatures below confirm acceptance for the record.

Signed

Signed

[Client signatory]

Approved for Brightleaf Co., Ltd.

Date:

[Kiluth signatory]

For Kiluth LTD.

Date:

Appendix — Reference Design

Attach reference designs or screenshots for the changes described in Section 3, so the client can see exactly what is changing. (Omitted in this example.)