



**Notice of Service Interruption/Area Closure**  
**Western University**  
**Facilities Management**  
**Client Services 519-661-3304 (fmhelp@uwo.ca)**

Submit by E-mail  
 Print Form

Date of Interruption/Closure:  Time(s):

Building(s) Affected: #1  #2   
 #3  #4

Areas/Rooms Affected Alternate Route/Service:

Service to be interrupted: #1  #2   
 #3  #4

Description/Reason for Project:

Requester:  Date of Request:

Supervising Tradesperson:  Unit:


Trade Supervisor:  Unit:  Date:

Contractor:  Phone #:

Coordinator/Project Manager:  Phone #:  Date:

**Reviewed by Trade Supervisor(s)/Shop(s) Affected:**

Name: <input type="text" value="Fire Safety"/>	Date: <input type="text"/>	Name: <input type="text" value="Electrical Shop"/>	Date: <input type="text" value="Sep 23, 2014"/>
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Signature/Stamp: 	Signature/Stamp: <b>REVIEWED</b> <small>By Dan Trudgeon (fminterr@uwo.ca) at 8:36 am, Sep 24, 2014</small>
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**Principal Occupants:**

Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>

Approval to Proceed:  Date:

**APPROVED**  
 By Dan Trudgeon (fminterr@uwo.ca) at 8:36 am, Sep 24, 2014

Notes: