



**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:

<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>	<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>
<b>Signature/Stamp:</b> <input type="text"/>		<b>Signature/Stamp:</b> <input type="text"/>	
<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>	<b>Principal Occupants:</b>	
<b>Signature/Stamp:</b> <input type="text"/>		<b>Name:</b> Kevin Inchley	<b>Ext.</b> <input type="text"/> <b>Date:</b> <input type="text"/>
<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>	<b>Name:</b> Jennifer Devlin	<b>Ext.</b> <input type="text"/> <b>Date:</b> <input type="text"/>
<b>Signature/Stamp:</b> <input type="text"/>		<b>Name:</b> <input type="text"/>	<b>Ext.</b> <input type="text"/> <b>Date:</b> <input type="text"/>
<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>	<b>Name:</b> <input type="text"/>	<b>Ext.</b> <input type="text"/> <b>Date:</b> <input type="text"/>
<b>Signature/Stamp:</b> <input type="text"/>		<b>Approval to Proceed:</b> <input type="text"/> <b>Date:</b> <input type="text"/>	
<b>Name:</b> <input type="text"/>	<b>Date:</b> <input type="text"/>	<b>APPROVED</b> <i>By Dan Trudgeon at 4:03 pm, Feb 01, 2016</i>	
<b>Signature/Stamp:</b> <input type="text"/>			

Notes: