



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 Manager: Unit: Date:

Contractor: Phone #

Coordinator/Project Manager: Phone # Date:

Reviewed by Trade Manager(s)/Shop(s) Affected:

Name: <input type="text" value="Electrical Shop"/>	Date: <input type="text" value="Apr 26, 2018"/>	Name: <input type="text" value="Fire Safety"/>	Date: <input type="text" value="Apr 26, 2018"/>
Signature/Stamp: REVIEWED <small>By Richard Ramos (ramos@uwo.ca) at 8:17 am, Apr 26, 2018</small>		Signature/Stamp: REVIEWED <small>By Mark Widmeyer (mwidmey@uwo.ca) at 2:59 pm, Apr 27, 2018</small>	
Name: <input type="text"/>	Date: <input type="text"/>	Principal Occupants:	
Signature/Stamp: <input type="text"/>		Name: <input type="text"/>	Ext. <input type="text"/>
Name: <input type="text"/>	Date: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>
Signature/Stamp: <input type="text"/>		Name: <input type="text"/>	Ext. <input type="text"/>
Name: <input type="text"/>	Date: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>
Signature/Stamp: <input type="text"/>		Approval to Proceed: <input type="text"/>	
Name: <input type="text"/>	Date: <input type="text"/>	APPROVED <small>By Dan Trudgeon (dtrudgeo@uwo.ca) at 3:32 pm, Apr 27, 2018</small>	
Signature/Stamp: <input type="text"/>			

Notes: **Wednesday May 9, 2018 the building fire system will be out of service to install the new fire alarm hardware. Western Fire Safety will provide Fire Watch during times when the building fire system is not functioning. Thursday May 10, 2018 the fire system evacuation signals (bells and visual indicators) will be function tested. The building entrances will be posted with the details of the timing of this test.**