



**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) #1

#2

Affected:

#3

#4

Areas/Rooms Affected Alternate Route/Service:

West parking area. See attached map.

Service to be interrupted: #1

#2

#3

#4

Description/Reason for Project:

Delivery of new sound booth for H.A. Leeper Speech and Hearing Clinic.

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:

Date:

Name:

Date:

Signature/  
Stamp:

**APPROVED**

Signature/  
Stamp:

Name:

Date:

Principal Occupants:

Signature/  
Stamp:

Name:

Ext.

Date:

Name:

Ext.

Date:

Name:

Date:

Name:

Ext.

Date:

Signature/  
Stamp:

Approval to Proceed:

Date:

Name:

Date:

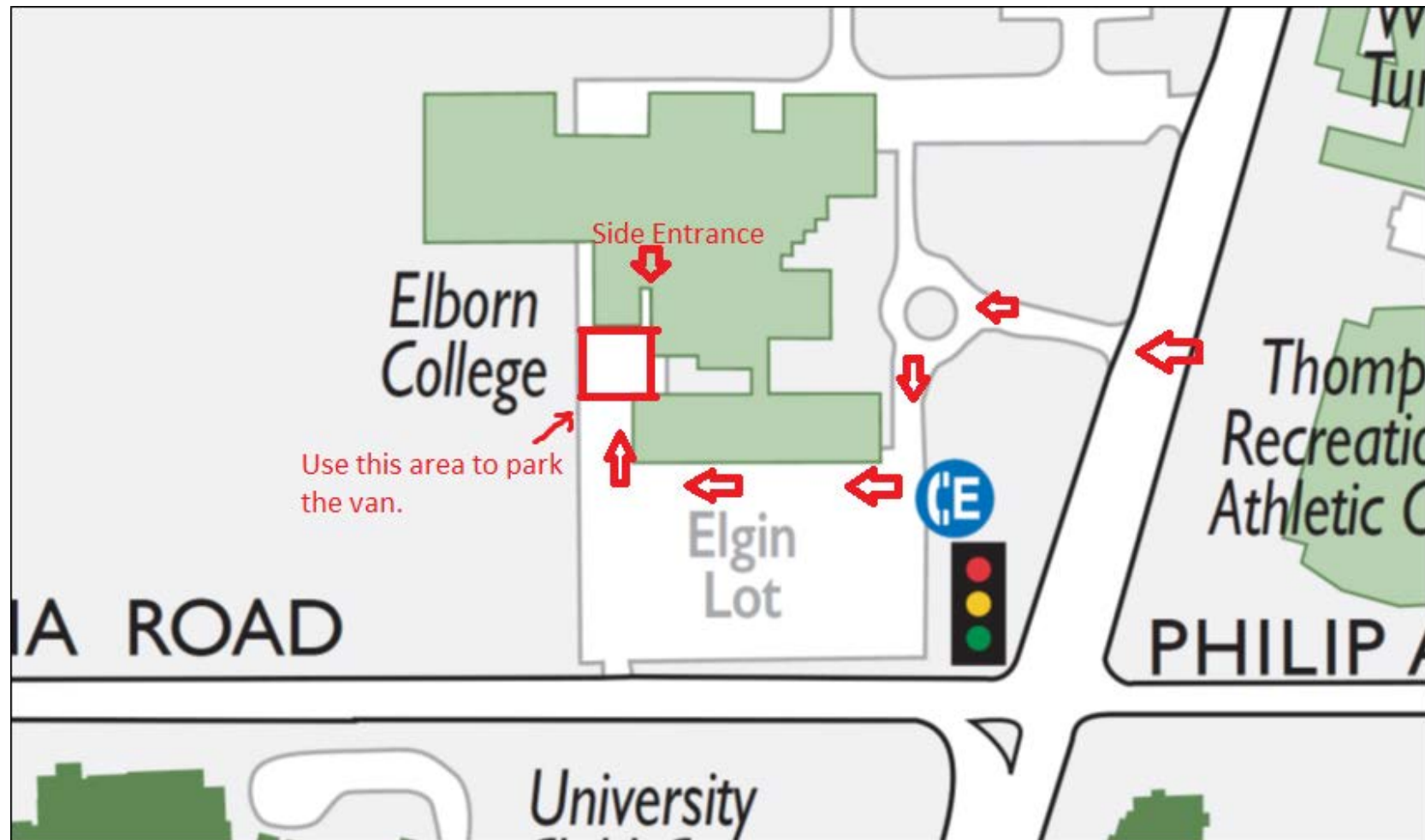
Signature/  
Stamp:

**APPROVED**

By Dan Trudgeon (fminterr@uwo.ca) at 2:53 pm, Sep 08, 2015

Notes:

## Parking instructions for Sound Booth delivery on Wed. the 9<sup>th</sup> of September, 2015.



The H.A. Leeper Speech and Hearing clinic is located at 1201 Western Road, London Ontario, N6B 3R5.

Enter the parking lot through Western Road. Follow the roundabout to the Elgin parking lot, and make a right turn to get closer to the side entrance. All the parking spaces closest to the side entrance will be marked/coned to provide parking for the van.

Please let me know if you need additional information.