



**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"/> | Name: <input type="text" value="WES Control"/>  | Date: <input type="text"/>   |
| Signature/Stamp: <input type="text" value="REVIEWED"/><br><small>By Mark Widmeyer (mwidmey@uwo.ca) at 8:42 am, Feb 08, 2018</small> |                            | Signature/Stamp: <input type="text" value="REVIEWED"/><br><small>By Wayne Drummond (ppdwad@uwo.ca) at 1:36 pm, Feb 02, 2018</small> |  |
| Name: <input type="text" value="Elevator Shop"/>  | Date: <input type="text"/> | Principal Occupants:  |  |
| Signature/Stamp: <input type="text" value="APPROVED"/><br><small>By Scott Parker (sparker9@uwo.ca) at 8:51 am, Feb 05, 2018</small> |                            | Name: <input type="text" value="Kevin Inchley"/>  | Ext. <input type="text" value="84125"/> Date: <input type="text" value="Feb 1, 2018"/> |
| Name: <input type="text" value="Fire Safety"/>  | Date: <input type="text"/> | Name: <input type="text"/>  | Ext. <input type="text"/> Date: <input type="text"/>                                   |
| Signature/Stamp: <input type="text"/>   |                            | Name: <input type="text"/>  | Ext. <input type="text"/> Date: <input type="text"/>                                   |
| Name: <input type="text" value="Plumber / Fitter Shop"/>  | Date: <input type="text"/> | Approval to Proceed: <input type="text"/> Date: <input type="text"/>  |  |
| Signature/Stamp: <input type="text" value="REVIEWED"/><br><small>By Dan Gyetvai (dgyetvai@uwo.ca) at 1:32 pm, Feb 02, 2018</small>  |                            | <input type="text" value="APPROVED"/><br><small>By Dan Trudgeon (dtrudgeo@uwo.ca) at 2:46 pm, Feb 09, 2018</small>                  |  |

Notes: