



**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="Plumber / Fitter Shop"/>   | Date: <input type="text" value="May 15, 2018"/> | Name: <input type="text" value="WES Control"/>  | Date: <input type="text" value="May 15, 2018"/>      |
| Signature/Stamp: <input type="text" value="REVIEWED"/><br><small>By Dan Gyetvai (dgyetvai@uwo.ca) at 8:09 am, May 15, 2018</small> |   | Signature/Stamp: <input type="text" value="REVIEWED"/><br><small>By Jesse Atkinson (jatkin48@uwo.ca) at 3:12 pm, May 15, 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"/> Date: <input type="text"/> |
| Name: <input type="text"/>   | 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"/>   | Date: <input type="text"/>                      | Name: <input type="text"/>  | Ext. <input type="text"/> Date: <input type="text"/> |
| Signature/Stamp: <input type="text"/>  |   | Approval to Proceed: <input type="text"/> Date: <input type="text"/>  |  |
| Name: <input type="text"/>   | Date: <input type="text"/>                      | <input type="text" value="APPROVED"/><br><small>By Dara Gomez (dgomez5@uwo.ca) at 7:23 am, May 16, 2018</small>                       |  |
| Signature/Stamp: <input type="text"/>  |   |   |  |

Notes: