



**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:

Name: <input type="text" value="Fire Safety"/>	Date: <input type="text"/>	Name: <input type="text" value="Housing"/>	Date: <input type="text" value="Sep 30, 2015"/>
Signature/Stamp: 		Signature/Stamp: <b>APPROVED</b> <i>By Chris Yeo (cyeo3@uwo.ca) at 7:13 am, Oct 01, 2015</i>	
Name: <input type="text"/>	Date: <input type="text"/>	Principal Occupants:	
Signature/Stamp: <b>REVIEWED</b> <i>By Jenn Romyn (jromyn2@uwo.ca) at 3:23 pm, Sep 30, 2015</i>		Name: <input type="text"/>	Ext. <input type="text"/>
Name: <input type="text"/>	Date: <input type="text"/>	Name: <input type="text"/>	Date: <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"/>	Date: <input type="text"/>
Signature/Stamp: <input type="text"/>		Approval to Proceed: <input type="text"/>	
Name: <input type="text"/>	Date: <input type="text"/>	<b>APPROVED</b> <i>By Dan Trudgeon (fminterr@uwo.ca) at 7:58 am, Oct 02, 2015</i>	
Signature/Stamp: <input type="text"/>			

Notes: