



**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="WES Control"/>	Date: <input type="text" value="Oct 26, 2016"/>	Name: <input type="text"/>	Date: <input type="text"/>
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Signature/Stamp: <b>REVIEWED</b> <i>By Jesse Atkinson (jatkin48@uwo.ca) at 2:15 pm, Oct 26, 2016</i>	Signature/Stamp: <b>REVIEWED</b> <i>By Wayne Drummond (ppdwad@uwo.ca) at 2:15 pm, Oct 26, 2016</i>
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Name: <input type="text"/>	Date: <input type="text"/>	Principal Occupants:	
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Signature/Stamp: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
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Signature/Stamp: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
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Signature/Stamp: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
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Signature/Stamp: <input type="text"/>	Name: <input type="text"/>	Ext. <input type="text"/>	Date: <input type="text"/>
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Name:  Date:  Approval to Proceed:  Date:

Signature/Stamp: **APPROVED**  
*By Dan Trudgeon (dtrudgeon@uwo.ca) at 2:33 pm, Oct 27, 2016*

Notes: