



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:
 Areas served by Fan 102. See attached HVAC drawings.
 Update: Areas served by Fan 101 & 102. Both fans down.

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="Electrical / Mechanical Shop"/> | Date: <input type="text" value="Apr 2, 2015"/> | Name: <input type="text" value="WES Control"/> | Date: <input type="text" value="Apr 2, 2015"/> |
|-----------------------------------------------------------------|------------------------------------------------|------------------------------------------------|------------------------------------------------|

| | |
|------------------|------------------|
| Signature/Stamp: | Signature/Stamp: |
|------------------|------------------|

Principal Occupants:

| | | |
|-------|-------|-------|
| Name: | Ext.: | Date: |
| Name: | Ext.: | Date: |
| Name: | Ext.: | Date: |
| Name: | Ext.: | Date: |

Approval to Proceed: Date:

Notes: