



**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="Jul 20, 2016"/> | Name: <input type="text"/>  | Date: <input type="text"/>                           |
| Signature/Stamp:   |   | Signature/Stamp: <input type="text"/>   |  |
| 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"/>                      | <div style="border: 2px solid green; border-radius: 15px; padding: 10px; text-align: center;"> <p><b>APPROVED</b></p> <p><i>By Justin DeGurse at 8:46 am, Jul 20, 2016</i></p> </div> |  |
| Signature/Stamp: <input type="text"/>                    |   |   |  |

Notes: