



**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: <b>Fire Safety</b>	Date: <b>Jun 15, 2018</b>	Name: <b>Electrical Shop</b>	Date: <b>Jun 15, 2018</b>
Signature/Stamp: <b>REVIEWED</b> <small>By Mark Widmeyer (mwidmey@uwo.ca) at 7:03 am, Jun 18, 2018</small>		Signature/Stamp: <b>REVIEWED</b> <small>By Heather Zavitz (hzavitz@uwo.ca) at 3:49 pm, Jun 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"/>	Approval to Proceed: <input type="text"/> Date: <input type="text"/>	
Signature/Stamp: <input type="text"/>		<b>APPROVED</b> <small>By Dara Gomez (dgomez5@uwo.ca) at 10:06 am, Jun 18, 2018</small>	

Notes: