



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) #1

#2

Affected:

#3

#4

Areas/Rooms Affected Alternate Route/Service:

Elevator 1 (larger elevator).

Alternate is Elevator 2 adjacent.

Service to be interrupted: #1

#2

#3

#4

Description/Reason for Project:

Gland packing as part of hydraulic maintenance.

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:

Date:

Name:

Date:

Signature/
Stamp:

Signature/
Stamp:

Name:

Date:

Principal Occupants:

Signature/
Stamp:

Name:

Ext.

Date:

Name:

Ext.

Date:

Name:

Date:

Name:

Ext.

Date:

Signature/
Stamp:

Name:

Ext.

Date:

Name:

Date:

Signature/
Stamp:

Approval to Proceed:

Date:

APPROVED

By Dan Trudgeon at 2:36 pm, Oct 07, 2016

Notes: