

Notice of Service Interruption/Area Closure

Service Interruption Request Form

Interruption Title: *

Provide a short interruption title (ex. CMLP SEB TEB Domestic Hot Water Shutdown)

Elgin Hall Residence - Curtain Wall Repairs

Start Date/Time: *

8/25/25 8:00 am

End Date/Time: *

8/29/25 4:30 pm

Notes (ex. Daily, Continuous, Monday-Saturday, 3:00pm Wednesday - 3:00pm Thursday Etc.)

Daily

Is this service interruption scheduled to start within the next 2 business days? *

☒ No

Have you contacted the necessary Building/Department coordinators? (Link to Contact List below) *

☒ Yes

Building/Department Coordinator Contact List link:

<https://westernu.atlassian.net/wiki/spaces/fmcs/pages/2145288499/Service+Interruptions+Department+Building+Coordinators+Contact+List>

Please list the Building/Department coordinators contacted: *

Chris Bumbacco

Does the Building or Area contain a General Use Space/s *

For General University Spaces the Department of Institutional Budgeting and Planning (IPB) should be contacted. Refer to the list below:

List of General Use Spaces: *

Select all the Building/Area affected

None

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☒ No

Area(s) / Building(s) Affected: *

This field is a multi-select dropdown.

Elgin Hall Residence (ELHR), Medway Parking Lot

Areas/Rooms Affected, Alternate Route/Service: *

Small area in Medway Lot impacted

Interruption Category:

☒ Parking / Loading Dock

Service to be Interrupted: *

If service is not listed, in the dropdown scroll down to the very bottom and select "other" to input a new option.
This field is a multi-select dropdown.

Parking Lot

Description/Reason for Project: *

Curtain wall repairs, crane needed to support

Requester Name: *

Mike Howard

Western Trade Site Contact? *

☒ No

Contractor Involvement? *

☒ Yes

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Contractor Business Name: * Contractor Site Contact: *

Glass Canada

Mike Stewart

Contractor Phone Number: *

519-317-6744

Sub-Contractor Involvement? *

☒ No

Trade Assistance Required? *

☒ TBD

Requested Reviewers: *

This field is a multi-select dropdown.

Housing, Parking Services

Identified Potential Safety Hazards: *

☒ Work at Heights

Identified Impact to Accessibility *

☒ No Accessibility Impact Identified

Notes:

Project Number (if applicable):

FM20899

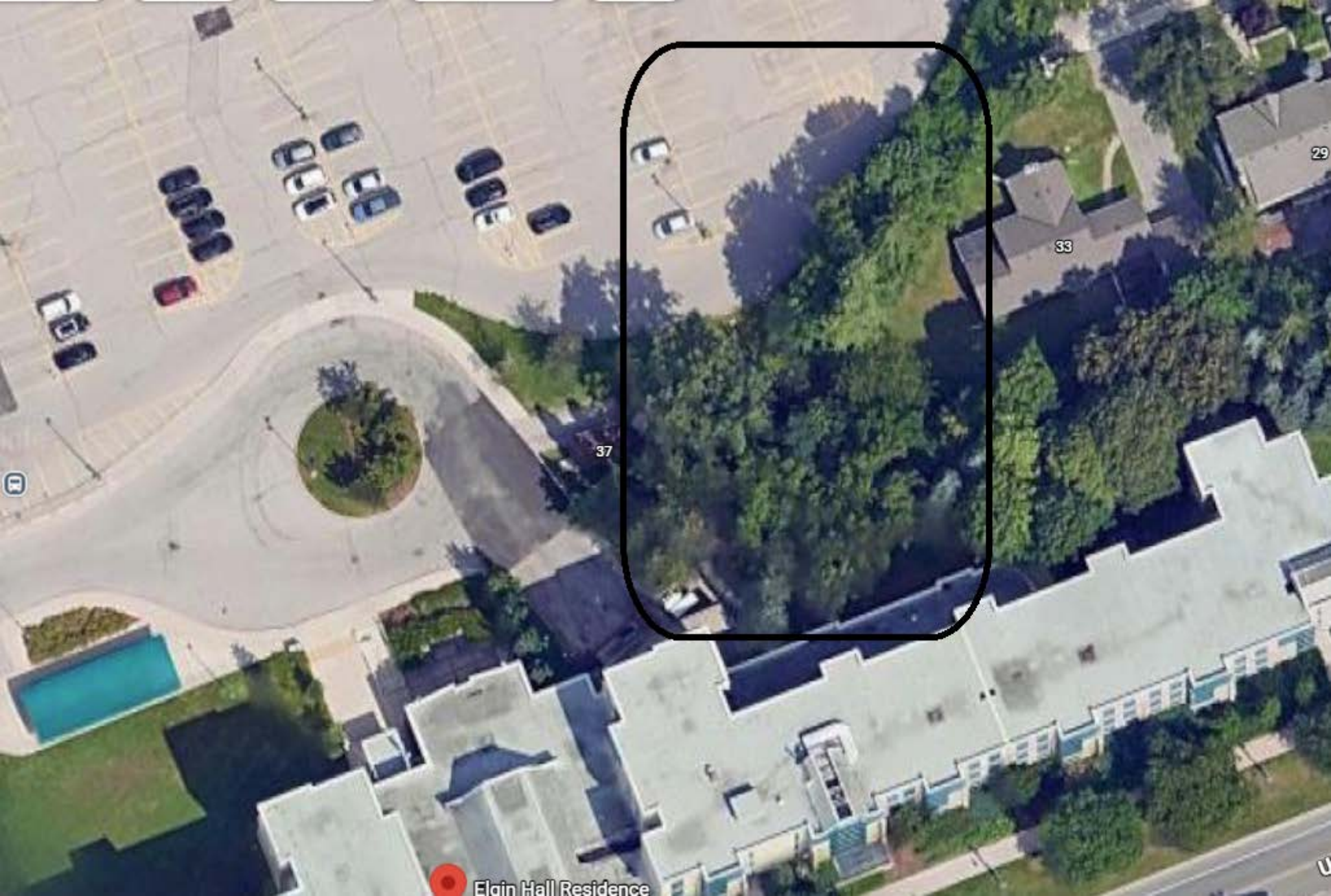
Capital Project Link (if applicable):

Requested On:

8/15/25

APPROVED

By Oliver Mabanta at 10:03 am, Aug 18, 2025



Elgin Hall Residence