

# HCGH Request for Outage

## REQUEST FOR OUTAGE

Facilities Department



To: \_\_\_\_\_

Date: \_\_\_\_\_

Project No: \_\_\_\_\_

Project Title: \_\_\_\_\_

Building: \_\_\_\_\_ Floor: \_\_\_\_\_

Room(s): \_\_\_\_\_

**Permission to disrupt the following existing service(s) is being requested:**

(1) Services to be installed, removed, repaired, tested:

(2) Will disrupt service to the following area(s):

(3) Time requested for doing work:

Day/Date: \_\_\_\_\_

Start/Stop Time: \_\_\_\_\_

Signature: \_\_\_\_\_

*(Contractor)*

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*(Project Engineer)*

Date: \_\_\_\_\_

Request is:

Approved

Denied \_\_\_\_\_

Approved As Noted \_\_\_\_\_

Approved Day/Date: \_\_\_\_\_

Approved Start/Stop Time: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____