



## ELECTRICAL SHUTDOWN AND ACCESS

*Mandatory fields must be completed to prevent processing delays. Minimum 48 hours' notice required.*

**CLIENT INFORMATION (Mandatory)**      LANDLORD       TENANT       OTHER   
COMPANY \_\_\_\_\_  
CONTACT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
BUILDING \_\_\_\_\_ FLOORS \_\_\_\_\_  
DATE OF REQUEST \_\_\_\_\_

**GENERAL / PRIME CONTRACTOR (Mandatory)**  
COMPANY \_\_\_\_\_  
CONTACT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
CELLULAR \_\_\_\_\_ EMAIL \_\_\_\_\_

**SUB CONTRACTOR (If Applicable)**  
COMPANY \_\_\_\_\_  
CONTACT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
CELLULAR \_\_\_\_\_ EMAIL \_\_\_\_\_

**PROJECT INFORMATION (Mandatory)**  
DATE OF WORK - FROM \_\_\_\_\_ TO \_\_\_\_\_  
TIME OF WORK - FROM \_\_\_\_\_ TO \_\_\_\_\_

**TYPE OF WORK:**  
ELECTRICAL SHUTDOWN       ELECTRICAL ROOM ACCESS

**DESCRIPTION OF WORK (Mandatory):**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For Office Use Only Received by _____ Date _____ Comments _____ _____
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Submit this form to CF CONNECT ([cfconnect@cadillacfairview.com](mailto:cfconnect@cadillacfairview.com)) and copy the CF Manager that is assigned to the tenant/landlord project.