



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE

## LANE/ROAD CLOSURE REQUEST FORM

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

Project Name: \_\_\_\_\_

Project Description: \_\_\_\_\_  
\_\_\_\_\_

Description of Closure Location: (In addition, a MAP/DIAGRAM showing the location of the requested closure **MUST** accompany this form.)  
\_\_\_\_\_  
\_\_\_\_\_

Are any of the following affected by the closure?  Sidewalks  Street Parking  
 Other \_\_\_\_\_

Reason for Lane/Road Closure: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Anticipated Start Date & Time: \_\_\_\_\_

Estimated End Date & Time: \_\_\_\_\_

Please identify who will be providing Traffic Control: \_\_\_\_\_

Applicant's Contact Information (Name/Company Name/Phone/Email):  
\_\_\_\_\_

UT Project Manager if Applicable (Name/Phone/Email):  
\_\_\_\_\_

**NOTE:** Street/Road closures are only permitted when no other alternative exists and for the shortest time needed to complete work. Please provide specific information justifying need and time required for the closure.

Street/Road closure requests **must be received** by the Office of the Senior Associate Vice Chancellor for Finance & Administration **at least (15) working days prior** to the anticipated start date of the closure. *Request forms may be faxed to 865-974-3536 or emailed to [utoperations@utk.edu](mailto:utoperations@utk.edu).*

The Office of the Senior Associate Vice Chancellor for Finance & Administration will notify appropriate emergency agencies.

Approved By:

\_\_\_\_\_  
Jeff Maples (or official designee)  
Senior Associate Vice Chancellor for Finance & Administration

\_\_\_\_\_  
Date

Office of the Senior Associate Vice Chancellor for Finance & Administration  
405B Andy Holt Tower, Knoxville, TN 37996-0184  
(P) 865-974-3061, (F) 865-974-3536

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