



WEEKEND WORK REQUEST FORM

Weekend Work is defined as any activity that will occur between Friday at 2:30 PM and Sunday at 9:00 PM.

Deadline: Submitted no later than **Thursday at 11:00 AM** before the weekend work will be performed. Forms submitted after this time will be considered late and run the risk of being denied.

Request: Submitted to the City of Phoenix Aviation DCS Project Manager and Primary Inspector of Record. The Improving PHX DVT GYR Project Manager as well as the Construction Inspector Supervisor Kato Warren must be copied. (David.Warren@phoenix.gov)

Process: All weekend work requests will be submitted by the contractor no later than the deadline. Once approved by the DCS Project Manager, the Improving PHX DVT GYR Project Manager will issue notification for the weekend work, including all pertinent parties involved.

- The (below) completed 'Weekend Work' form must be attached for review.
- Approval/denial will be provided to the contractor in a timely manner after the request is sent.

PROJECT NAME / TI NUMBER / AV NUMBER

PHX AVN DCS PROJECT MANAGER

WEEKEND WORK DATES

SHIFT HOURS

LOCATION OF WEEKEND WORK

LOCATION :

LEVEL :

AREA :

ACTIVITIES BEING PERFORMED

CONTRACTOR / SUBCONTRACTOR PERFORMING WORK ON-SITE

CONTACT OF ON-SITE REPRESENTATIVE

NAME:

CONTACT NUMBER:

WEEKEND WORK COORDINATOR

NAME:

CONTACT NUMBER: