

West Virginia University Airplane Reservation Form

1. General business purpose for trip: Visit with Purdue research computing staff
2. Department contact/ phone number: Stacey Kearns 304-293-9091
3. Destination airport (if known): West Lafayette, Indiana
4. Destination address: Purdue University - 610 Purdue Mall, West Lafayette, IN 47907

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	7/17/15	Morgantown (MGW)	7:00 a.m.	West Lafayette
2	7/17/15	West Lafayette	4:30 p.m.	Morgantown (MGW)

	Name	Cell number	Department	VP Division	Business Justification	Code
1	John Campbell	765-430-7195	WVU ITS	Academic Affairs	Visiting Purdue to meet with their research computing staff to discuss possibilities, ask technical details about the cluster deployments, talk about potential partnerships, etc.	5
2	Brice Knotts	304-290-0849		Academic Affairs		
3	Brent Cramer	724-557-4686		Academic Affairs		
4	Nathan Gregg	681-404-2773		Academic Affairs		
5	Steve Belcher	681-214-3389				
6	Tahlia Thomas		<i>WVUITS</i>	<i>AA</i>	<i>same</i>	<i>same</i>

5. Lead passenger name / cell number: John Campbell 765-430-7195

6. Ground transportation:
- No ground transportation required.
- I prefer to set up my own ground transportation.
- I prefer to have LJ Aviation set up ground transportation.

7. Catering:
- No catering required.
- Catering is required. Details: _____

8. Signature of WVU President, Vice President, Chancellor or designee:

[Signature] Printed: Ann Claycomb Date: 7/6/15

For internal use:		
9. Approved by WVU President's Office:	<i>[Signature]</i>	Date sent to LJ Aviation: <u>7/6/15</u>
Printed name:	<u>Amy Garbick</u>	Updated: 12/29/2014