

West Virginia University Airplane Reservation Form

1. General business purpose for trip: to attend various meetings at Governor's request
2. Department contact/ phone number: Angie Eaglen 3-5841
3. Destination airport (if known): Charleston, WV
4. Destination address: State Capitol

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	October 27, 2016	Morgantown	12:15 PM	Charleston, WV
2	October 27, 2016	Charleston	4:00 PM	Morgantown, WV
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Rob Alsop	[REDACTED]	Legal	Legal Affairs Administration	To attend meetings at the Governor's office regarding WVU	2
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5. Lead passenger name / cell number: Rob Alsop [REDACTED]

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. Details: _____

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

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

X [Signature] Printed: Rob Alsop Date: 10-26-16

For internal use:	
9. Approved by WVU President's Office: <u>[Signature]</u>	Date sent to LJ Aviation: <u>10/26/16</u>
Printed name: <u>Amy Gabrieli</u>	Updated: 12/29/2014

West Virginia University Airplane Reservation Form

General business purpose for trip: To connect with the leadership of the University of Texas health system (Linda Chin), a collaborator with Price Waterhouse Coopers; to discuss strategies on Robert Wood Johnson Foundation project on obesity and Diabetes mellitus care in WV and to gain insight and to meet select companies and entrepreneurs in the obesity and Diabetes mellitus space. The plane was requested so that Dr. Marsh could attend the ribbon cutting for the new heart and vascular institute grand opening and to be in Boston in time for a dinner.

1. _____
2. Department contact/ phone number: 304-293-1024
3. Destination airport (if known): Logan/Boston MA
4. Destination address: _____

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	<u>10/27/16</u>	<u>MGT</u>	<u>5:15</u>	<u>Boston, MA</u>
2				
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Clay B. Marsh	[REDACTED]	HSC	VP	To connect with the leadership of the University of Texas health system (Linda Chin), a collaborator with Price Waterhouse Coopers; to discuss strategies on Robert Wood Johnson Foundation project on obesity and Diabetes mellitus care in WV and to gain insight and to meet select companies and entrepreneurs in the obesity and Diabetes mellitus space. The plane was requested so that Dr. Marsh could attend the ribbon cutting for the new heart and vascular institute at WVUH grand opening and to be in Boston in time for a dinner.	3
2						
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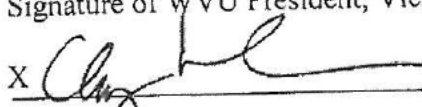
6						
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5. Lead passenger name / cell number: Clay Marsh [REDACTED]

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. Details: _____

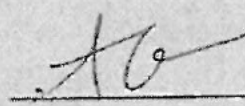
7. Catering:
 No catering required.
 Catering is required. Details: _____

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

X  Printed: Clay B. Marsh, MD

trip was approved prior to travel. Dr. Marsh didn't send form until Marcia returned from vacation
 Date: 11-7-16 *to*

For internal use:

9. Approved by WVU President's Office: 

Date sent to LJ Aviation: 10/24/16 *to*

Printed name: Amy Garbrick

Updated: 12/29/2014