

West Virginia University Airplane Reservation Form

1. General business purpose for trip: meeting w/ executive and tourism officials
2. Department contact/ phone number: Angie Eaglen 3-5841
3. Destination airport (if known): Charleston, WV
4. Destination address: WV National Guard Office, Charleston

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	June 8, 2017	Morgantown	8:00AM	Charleston, WV
2	June 8, 2017	Charleston	2:30 PM	Beckley, WV (to pick up Marsh)
3	June 8, 2017	Beckley	3:15 PM	Morgantown, WV
4				

	Name	Cell number	Department	VP Division	Business Justification	Code	
1	Rob Alsop	[REDACTED]	Legal	Legal Affairs Administration	meeting with executive and tourism officials on aquatics and related projects	2	
2							
3							
4	<i>* see attached for clay Marsh</i>						
5							
6							

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: 6/7/17

For internal use:	
9. Approved by WVU President's Office: <u>[Signature]</u>	Date sent to LJ Aviation: <u>6-7-17</u>
Printed name: <u>Amy Garbrick</u>	Updated: 12/29/2014

West Virginia University Airplane Reservation Form

1. General business purpose for trip: Dr. Marsh will depart the scheduled county tour with Dr. Gee at 1:30pm to meet the plane in Beckley. The plane will take him to Columbus, OH in order for him to attend the following meetings on 6/8/17 and 6/9/2017: 1. 6/8/17-Attend meeting with Molly Fontana and Nancy Marzella at 6:30 PM with Mr. David Steffy, CEO of SUN Behavioral Health to discuss potential business collaboration. 2. 6/9/17 830am -Meet with Aaron Spiess , Founder and President of Big Red Rooster. Discussion will center on movement and future of health care. 3. June 9 – 10:00am Joel Puzzuti with Puzzuti Companies to discuss collaboration with WVU and HSC. Additionally, Dr. Marsh was required to stay thru and attend a luncheon to meet with the following community leaders in Welch, WV:

Mayor Reba Honaker
 City of Welch
 Mayor's Office
 88 Howard Street
 Welch, WV 24801

Donald Reed
 WVU Extension Agent
 109 Wyoming Street
 2nd Floor, Co. Comm. Building
 Suite 204
 Welch, WV 24801

Nelson Spencer
 Superintendent, McDowell County Schools
 30 Central Avenue
 Welch, WV 24801

2. Department contact/ phone number: Clay B. Marsh [REDACTED]

3. Destination airport (if known): Ohio State University Airport

4. Destination address: _____

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	6-8-17	Beckley WV	3:00pm	Columbus Ohio (OSU Airport)
2				
3				
4				

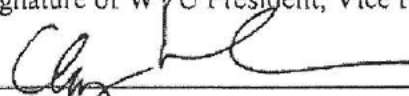
	Name	Cell number	Department	VP Division	Business Justification	Code
1	Clay B. Marsh	[REDACTED]	HSC Vice President and executive Dean	HSC	Dr. Marsh will depart the scheduled county tour with Dr. Gee at 1:30pm to meet the plane in Beckley. The plane will take him to Columbus, OH in order for him to	3

					attend the following meetings on 6/8/17 and 6/9/2017: 1. 6/8/17- Attend meeting with Molly Fontana and Nancy Marzella at 6:30 PM with Mr. David Steffy, CEO of SUN Behavioral Health to discuss potential business collaboration. 2. 6/9/17 830am -Meet with Aaron Spiess , Founder and President of Big Red Rooster. Discussion will center on movement and future of health care. 3. June 9 – 10:00am Joel Puzzuti with Puzzuti Companies to discuss collaboration with WVU and HSC
2					
3					
4					
5					
6					
7					

6. Lead passenger name / cell number: Clay B. Marsh [REDACTED]

7. 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: _____

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

9. Signature of WYU President, Vice President, Chancellor or designee:
  Printed: Clay B. Marsh Date: 6-13-17

For internal use:



10. Approved by WVU President's Office: AG

Date sent to LJ Aviation: 6-7-17

Printed name: Amy Garbrić

Updated: 12/29/2014