

**West Virginia University Airplane Reservation Form**

1. General business purpose for trip: Travel for former WVU presidents and spouses for the WVU Festival of Ideas Presidents Panel
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Charleston, SC; Dulles, VA; Clemson, SC
4. Destination address: airports in Charleston, Dulles and Clemson

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	12/5/2018	Charleston SC		Dulles VA
2	12/5/2018	Dulles VA		MGW
3	12/6/2018	Clemson SC		MGW
4	12/7/2018	MGW		Clemson SC
5	12/7/2018	Clemson SC		Charleston SC

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gene Budig	Leg 1, 2, 4, 5	Former WVU President	President's Office	Travel for former WVU presidents and spouses for the WVU Festival of Ideas Presidents Panel and related events. Current WVU President E. Gordon Gee will welcome former WVU Presidents for a wide-ranging discussion about the future of higher education. The discussion will be moderated by Dr. Robert E. DiClerico, professor emeritus of political science at WVU and expert on the American Presidency. Featuring a panel with a wealth of leadership experience at WVU and around the country, this discussion will provide a fascinating look at changes in higher education and how WVU fits into this landscape.	4, 6
2	Gretchen Budig	Leg 1, 2, 4, 5	Spouse of former WVU president	President's Office		
3	Peter Magrath	Leg 2	Former WVU president	President's Office		
4	Susan Thon	Leg 2	Spouse of former WVU president	President's Office		
5	Jim Clements	Legs 3, 4	Former WVU president (Current Clemson University president)	President's Office		
6	Beth Clements	Legs 3, 4	Spouse of former WVU president	President's Office		
7	Mark Land	Legs 3, 4	Vice President for University Relations at Clemson University	President's Office		

1. Lead passenger name / cell number: Gee- on file

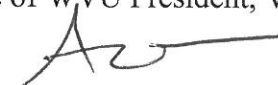
2. Ground transportation:
- No ground transportation required.
  - I prefer to set up my own ground transportation.
  - I prefer to have LJ Aviation set up ground transportation. Details:

3. Catering:

No catering required.

Catering is required. Details: \_\_\_\_\_

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

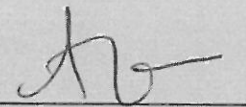


Printed: Amy Garbrick

Date: 12-4-18

For internal use:

5. Approved by WVU President's Office:



Date sent to LJ Aviation:

12-4-18

Printed name: Amy Garbrick

Updated: 12/29/2014