

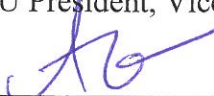
**West Virginia University Airplane Reservation Form**

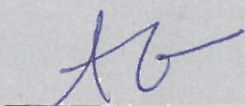
1. General business purpose for trip: Return travel from Bahrain
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): IAD
4. Destination address: IAD airport

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	10/20/2018	IAD		MGW
2				
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee		WVU President	President's Office	Return travel to Morgantown following connecting flight from Bahrain to Dulles. WVU is in partnership with the Royal University for Women. The co-ed engineering program is in its infancy stage and the agenda for this visit includes assessing the progress of this program, identifying areas for growth and exploring opportunities for co/branding. Dr. Gee is a board member at RUW and this visit coincides with the October board meeting. We will engage with the Al-Zamil brothers, all WVU alums, and continue our conversation about their project at RUW as well as other interests for their investments. David Stewart, RUW President and former WVU AVP for Global Affairs, will travel to Morgantown to continue work on the WVU-RUW partnership.	4,5,6
2	Laurie Erickson		WVU First Lady	President's Office		4,5,6
3	Robin Yorty		Liaison to the President/ Donor Relations	President's Office		4,5,6
4	Sam Ameri		Statler College of Engineering/ Chair of Petroleum and Natural Gas	Academic Affairs		4,5,6
5	David Stewart		President, Royal University for Women and former WVU AVP for Global Affairs	President's Office		4,5,6

5. Lead passenger name / cell number: Gee- on file
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:  
  Printed: Amy Garbrick Date: 10-19-18

For internal use:  
 9. Approved by WVU President's Office:  Date sent to LJ Aviation: 10-19-18