


West Virginia University Airplane Reservation Form

General business purpose for trip: Travis Mollohan and Rob Alsop met with WVU-UKV Implementation Team (Montgomery Mayor Greg Ingram, Smithers Mayor Anne Cavalier, and representatives from Kanawha County Commission and Fayette County Commission) on efforts to collaborate and repurpose the former Tech campus.

1. Department contact/ phone number: Melissa 3-2545
2. Destination airport (if known): Charleston
3. Destination address: Montgomery, WV

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	3/20/2019	Morgantown, WV	8:15 AM	Charleston, WV
2	3/20/2019	Charleston, WV	1:30 PM	Morgantown, WV
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Rob Alsop		VPSI	VPSI	See above	4
2	Travis Mollohan		Gov't. Relations	VPSI		
3						
4						
5						
6						
7						

Lead passenger name/cell number: Rob Alsop 

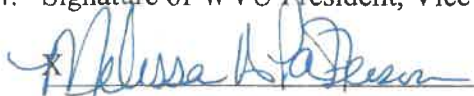
Ground transportation:

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

Catering:

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

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



Printed: Melissa A. Patterson

Date: 3-19-19

For internal use:

5. Approved by WVU President's Office:



Date sent to LJ Aviation: 3-19-19

Printed name: _____

Updated: 12/29/2014