

**West Virginia University Airplane Reservation Form**

1. General business purpose for trip: Continued recruitment efforts for high-level position in the WVU Statler College of Engineering and Mineral Resources
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Columbus, MS (GTR)
4. Destination address: MGW airport

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	12-5-19	Columbus, MS	2:00pm	Morgantown, WV
2	12-8-19	Morgantown, WV	10:00am	Columbus, MS
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Pedro Mago		Statler College of Engineering and Mineral Resources Dean Candidate	Academic Affairs	Pedro Mago, his wife, and two children will travel to West Virginia University as part of continued recruitment efforts for the WVU Statler College of Engineering. Dr. Mago is the Department Head and PACCAR Chair Professor of the Department of Mechanical Engineering at the Mississippi State University Bagley College of Engineering. While in Morgantown, he and his family will continue interviews as well as explore potential schools and housing options.	3
2	Arleana Moya		Spouse of Dean Candidate	Academic Affairs		
3	Emily Mago		Child of Dean Candidate	Academic Affairs		
4	Gabariella Mago		Child of Dean Candidate	Academic Affairs		

Pedro Mago

5. Lead passenger name / cell number: \_\_\_\_\_
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: Maryanne Reed Date: 12/03/19

For internal use: 9. Approved by WVU President's Office:	Date sent to LJ Aviation: <u>12/03/19</u>
Printed name: <u>Amy Garbrick</u>	Updated: 12/29/2014