

**West Virginia University Airplane Reservation Form**

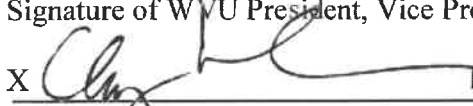
1. General business purpose for trip: Clinic in Gilbert, WV
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Charleston, WV
4. Destination address: Morgantown, WV      7:00 a.m.      8:00 a.m.
- Leg:      Trip date:      Departure City:      Departure Time:      Arrival City:

1	August 20, 2020	MGW		CRW
2	August 20, 2020	CRW		MGW
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	John Brick, MD	[REDACTED]	Neurology	WVUSoM	Clinical Services	3
2	Judie Charlton, MD	[REDACTED]	Ophthalmology	WVUSoM	Clinical Services	3
3	Anne Groover, MS	[REDACTED]	Neurology	WVUSoM	Clinical Services	3
4	Natalie Green, MS	[REDACTED]	Neurology	WVUSoM	Clinical services	3
5	River Hames, MS	[REDACTED]	Neurology	WVUSoM	Clinical Services	
6	Karim Badawi, MS	[REDACTED]	Ophthalmology	WVUSoM		
7	Ami Patel, MS	[REDACTED]	Ophthalmology	WVUSoM		

5. Lead passenger name / cell number: John Brick [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:  
       Printed: Clay B. Marsh, MD      Date: 8/19/20

For internal use:

9. Approved by WVU President's Office: AG- signed digitally      Date sent to LJ Aviation: 8/19/20  
 Printed name: Amy Garbrick      Updated: 12/29/2014