


West Virginia University Airplane Reservation Form

1. General business purpose for trip: College of Law Dean Candidate on-campus interview
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Morgantown Municipal Airport
4. Destination address: 100 Hartfield Road, Morgantown, WV 26505

Leg: Trip date: Departure City: Departure Time: Arrival City:

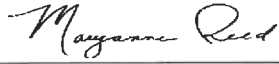
1	12/20/2020	COU	10:30A	Columbia, MO
2	12/20/2020	MGW	1:04P	Morgantown, WV
3	12/23/2020	MGW	10:00A	Morgantown, WV
4	12/23/2020	COU	11:13A	Columbia, MO

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Simon David Mitchell		Provost Office	Academic Affairs	Continued recruitment efforts for WVU College of Law Dean search during COVID-19 pandemic.	3,5,6
2	Enid Joy Schatz		Spouse of Simon Mitchell			
3	Langston Schatz Mitchell		Child of Simon Mitchell			
4	Zora Schatz Mitchell		Child of Simon Mitchell			
5						
6						
7						

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:
  Printed: Maryanne Reed Date: 12/18/2020

For internal use:

9. Approved by WVU President's Office: AG- signed digitally Date sent to LJ Aviation: 12/18/2020

Printed name: Amy Garbrick

Updated: 12/29/2014