West Virginia University Airplane Reservation Form

2. Department contact/ phone number: Amy 3-8763 3. Destination airport (if known): Houston, TX 4. Destination address: HOU_airport Leg: Trip date: Departure City: Departure Time: Arrival City: 1		1	. General bus	siness purpo	ose for trip: Donor	relations / Healthcar	re	
4. Destination address: HOU airport Leg: Trip date: Departure City: Departure Time: Arrival City: 1		2	. Department	t contact/ ph	none number: Amy 3-	-8763		
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Name Cell Department VP Division Business Justification Comment Cell number President's Office President Gee and a team from WVU will travel to meet with the Robertson family regarding their interest in partner with the Robertson family regarding their interest in partner with the Robertson family regarding their interest in partner with the University and making a donation of land and otherwise for the creation of an education campus and teaching AVP Strategic Initiatives Initiatives Initiatives President and Chief Development Officer President and Chief Development Officer President of President's Office President's Of	2		4/30/2021		HOU		MGW	
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Number N	4							
Gordon Gee			Name		Department	VP Division	Business Justification	Code
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Sarah Biller	2	Не			partner / Vantage	project Academic Affairs Robertson family regard interest in partnering w	Robertson family regarding their interest in partnering with the	
AVP Strategic Initiatives Average AvP Strategic Initiatives Average AvP Strategic Initiatives Average AvP Strategic Initiatives Average Aver	3	Sa			Exec. Director, A Vantage Ventures AVP Strategic St	Academic Affairs	land and otherwise for the creation of an educational campus and teaching hospital at Canaan Valley. They will	
President and Chief Development Officer Medical Center who is interested in bringing his capabilities to tackle gaps in rural healthcare. 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. X I prefer to have LJ Aviation set up ground transportation. Details: 7. Catering: X No catering required. Catering is required. Details: 8. Signature of WVU President, Vice President, Chancellor or designee: X AG Printed: Amy Garbrick Date: 4/28/21 For internal use:	4	Jin				Strategic Initiatives		
Dave Alvarez WVU Board of Governors Chair President's Office	5	ВЈ			Executive Vice President and Chief Development	Medical Center who is interest bringing his capabilities to tack		
6. Ground transportation: No ground transportation required. I prefer to set up my own ground transportation. X I prefer to have LJ Aviation set up ground transportation. Details: 7. Catering: X No catering required. Catering is required. Details: 8. Signature of WVU President, Vice President, Chancellor or designee: X AG Printed: Amy Garbrick Date: 4/28/21 For internal use:	6	Da	ve Alvarez		WVU Board of	President's Office		
X No catering required. Catering is required. Details: 8. Signature of WVU President, Vice President, Chancellor or designee: X AG Printed: Amy Garbrick Date: 4/28/21 For internal use:			. Ground tran	nsportation: ground trans efer to set up	sportation required. p my own ground trai	nsportation.		_
X AG Printed: Amy Garbrick Date: 4/28/21 For internal use:		7	_X_ No					- :
For internal use:		8	. Signature o	f WVU Pre	sident, Vice Presiden	t, Chancellor or desi	gnee:	
			<u>X</u>	AG	Printed	d: Amy Garbrick	Date: 4/28/21	_ 1
9. Approved by WVU President's Office: AG Date sent to LJ Aviation: 4/28/21								
Printed name: Amy Garbrick Updated: 12/29/2014		9			-	AG		