

**West Virginia University Airplane Reservation Form**

1. General business purpose for trip: Donor relations
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Ft. Lauderdale FL
4. Destination address: Ft Lauderdale FL

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

1	3/28/2022	MGW		Ft Lauderdale (FXE)– and return
2				
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	Gordon Gee		WVU President	President's Office	Passengers will travel to Ft. Lauderdale for donor relations meetings. The Mangurian Foundation invited WVU/Dr. Rezai to offer a proposal for support from their Foundation. This proposal will be for a potential naming opportunity and will be a substantial funding ask for the RNI with the hope of ongoing support.	4
2	Ali Rezai		Exec Chair, WVU Neurosciences Institute	WVU HSC		
3	BJ Davisson		VP and Chief Exec Officer, WVU Foundation	President's Office		
4	Laurie Erickson		WVU First Lady	President's Office		
5						

5. Lead passenger name / cell number: Gordon Gee [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: \_\_\_\_\_

Signature of WVU President, Vice President, Chancellor or designee: \_\_\_\_\_

AG

Printed: Amy Garbrick

Date: 3/27/2022

For internal use:

7. Approved by WVU President's Office: AG Date sent to LJ Aviation: 3/27/2022

Printed name: Amy Garbrick

Updated: 12/29/2014