

West Virginia University Airplane Reservation Form

1. General business purpose for trip: Spirit of the Valley event
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): WV International Yeager Airport
4. Destination address: Charleston, WV

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

1	12.09.2022	MGW		CRW
2	12.09.2022	CRW		MGW
3				
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	DR GORDON GEE		WVU President	President's Office	Represent WVU at the annual Spirit of the Valley event honoring Pat Graney . The award recognizes a community member who exemplifies community service.	4
2	GENERAL JAMES HOYER		VP of Start-Up West Virginia	President's Office		
3	TRAVIS MOLLOHAN		Director of Government Relations	Strategic Initiatives		
4	ALI REZAI		Executive Chair & VP of Neuroscience	School of Medicine		
5						
6						

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: _____
7. Catering:
 No catering required.
 Catering is required. Details: _____
8. Signature of WVU President, Vice President, Chancellor or designee:
 AG Printed: Amy Garbrick Date 12.8.2022

For internal use:

9. Approved by WVU President's Office: AG Date sent to LJ Aviation 12.8.2022
 Printed name: Amy Garbrick Updated: 12/29/2014