

West Virginia University Airplane Reservation Form

1. General business purpose for trip: See below.
2. Department contact/ phone number: Amy 3-8763
3. Destination airport (if known): Denton Enterprise Airport
4. Destination address: Denton, TX

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

1	12.04.2022	MGW		DTO
2	12.04.2022	DTO		MGW
3	12.05.2022	MGW		DTO
4				

	Name	Cell number	Department	VP Division	Business Justification	Code
1	DR GORDON GEE	Leg 1, 2	WVU President	President's Office	Travel for named WVU Athletic Director, Wren Baker, and his family from Denton, Texas to Morgantown, WV to attend various meetings and events (with WVU administrators and WVU donors, as well as housing/school tours for the family) on WVU's campus over the course of two days. President Gee and Mrs. Erickson traveled to Denton, TX to greet the Bakers and fly back to MGW with them for the events surrounding his announcement as the new athletic director of WVU.	4
2	LAURIE ERICKSON	Leg 1, 2	WVU First Lady	President's Office		
3	WREN BAKER	All legs	Incoming WVU VP and Director of Athletics	Intercollegiate Athletics		
4	HEATHER BAKER	All legs	Spouse of incoming AD	Intercollegiate Athletics		
5	ADDISYN BAKER	All legs	Daughter of incoming AD	Intercollegiate Athletics		
6	REAGAN BAKER	All legs	Daughter of incoming AD	Intercollegiate Athletics		

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:

X AG Printed: Amy Garbrick Date 12.3.2022

For internal use:

9. Approved by WVU President's Office: AG Date sent to LJ Aviation 12.3.2022
- Printed name: Amy Garbrick *Updated: 12/29/2014*