

West Virginia University Airplane Reservation Form

1. General business purpose for trip: See below
2. Department contact/ phone number: Amy Garbrick
3. Destination airport (if known): West Virginia International Yeager Airport
4. Destination address: 100 Airport Road #175, Charleston, WV 25311

Leg:	Trip date:	Departure City:	Departure Time:	Arrival City:
1	04.12.2023	MGW	8:30AM	CRW
2	04.12.2023	CRW	12:00PM	MGW
3				
4				

	Name	Cell Number	Department	VP Division	Business Justification	Code
1	JAMES ROBERT ALSOP	Leg 1, 2	Vice President for Strategic Initiatives	Strategic Initiatives	Travel to attend press conference in Charleston, WV with Governor Justice to announce Korean insulin manufacturer UNDBIO Inc. signing of lease for West Virginia University Research Park. The company will create 200 jobs within the first three years and will invest in excess of \$100 million in phase 1 of the project. After securing (U.S. Food and Drug Administration) approval (for their product), UNDBIO plans to expand, creating additional jobs for West Virginians. This will have a direct impact to the economic development of the city and to the state.	4
2	JACK THOMPSON	Leg 1, 2	Director of Corporate Relations	Corporate Relations		
3	SETH WILSON	Leg 1, 2	Counsel to UNDBio	Bowles Rice LLP		
4	WILLIAM PETROS	Leg 1, 2	Dean of Pharmacy	HSC Administration		
5	RUSS ROGERSON	Leg 1, 2	President & CEO	Mgtn. Area Chamber of Commerce		
6	TOM BLOOM	Leg 1, 2	Commissioner	Monongalia County Commission		
7	JENNY SELIN	Leg 1, 2	Mayor	Morgantown City Council		

5. Lead passenger name / cell number: James Robert Alsop
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: _____
- Catering:
 No catering required.
 Catering is required. Details: _____
7. Signature of WVU President, Vice President, Chancellor or designee:
 AG Printed: Amy Garbrick Date 4/11/2023

For internal use:	
8. Approved by WVU President's Office: <u>AG</u>	Date sent to LJ Aviation <u>4/11/2023</u>
Printed name: <u>Amy Garbrick</u>	<i>Updated: 12/29/2014</i>