



**Falcon Woods Recreation and Homeowners' Association**  
**4960 Jett Road**  
**Marietta, GA 30066**  
**www.falconwoods.org**

## Expense Report and Reimbursement Request

Please attain preauthorization for expense from FWRHA Board Member or Committee Chair. Print form, fill out completely, and deliver to the FWRHA mailbox on Jett Road. Once submitted, check will be issued and delivered to payee by FWRHA Treasurer. Receipts must be submitted to treasurer at time of reimbursement check delivery. For additional information or questions, please email treasurer@falconwoods.org.

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_

Expenses PreAuthorized By: \_\_\_\_\_  
FWRHA Board Member / Committee Chair

Date	Vendor	Description	Amount
<b>TOTAL</b>			

<small>Admin Use Only</small>			
Approved By: _____		(President / Treasurer)	
<small>Signature</small>		Date: _____	
<small>Print Name</small>			
Budget:	Pool _____	Grounds/Maint _____	Social _____
	Tennis _____	Membership _____	Miscellaneous _____
Check Delivered:	_____	Date: _____	Receipts: <input type="checkbox"/> Yes
	<small>Method</small>		<input type="checkbox"/> No