5575 State Bridge Road, Johns Creek, GA 30022

## **Expense Reimbursement**

Payee's Name

Payee's Address

Description

Amount

Total	

Payee's Signature		
		(date)
Approver's Signature		
		(date)
Approver's Name and		
Board Position	(print)	

Note: Attach original receipts to this form.

## Office Use

Account	Amount	

Check No.