

## Fairway view Condominiums

### Policy on Reimbursements of Expenses

This policy applies to any owner, committee member or board member who makes an expenditure in direct service to the Condo Owners Association, COA, or makes an expenditure from which the COA benefits. Since it is impossible to determine all the possibilities that could meet this criterion, some leeway should to be accorded to the situation.

It is given that committee and board members may apply for reimbursements for items that benefit the association and that owners who make an expenditure that is the responsibility of the COA may also apply for such reimbursement.

Where possible, prior approval from the board using the approved FVCOA Expense Reimbursement form should be obtained for any expenditures. It is, however, recognized that situations may occur in which an expenditure is made without prior approval that benefits the COA. These situations can be covered by reimbursement with board approval.

The Board of Directors will make the final decision on reimbursement. Proper receipts and the FVCOA Expense Reimbursement form should provide all the details necessary for the board to decide.