



Manager: Doris Scipio

Business Purpose: staff lunch

Is this a Credit/Return: No

Vendor Code: fb7585

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$25.36

Card Purchase Date: Oct-25-2024

Same Expense Code Per Property?: No

Same Description Per Property?: No

Card Purchase for Only One Property: Yes

Card Allocation Method: Split Evenly

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
Willow Bend	Split Evenly	\$25.36		57230	Food/Coffee Service	Staff lunch	\$25.36

Attach Receipt to this box	Credit Card Receipt	
	Date & type of card #	1585
	PAYCARD FOR	
	Received on (AP) Date	
	Property #	
	1st Approval	
	2nd Approval	
	Expense Code	
	Receipt Total \$	25.36
	Unit #	
	Desc.	