



Manager: Billie Schott

Business Purpose: Office supplies and k-cups

Is this a Credit/Return: No

Vendor Code: fb4732

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$106.61

Card Purchase Date: Mar-31-2026

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
Crossings at Stanbridge	Manually enter Split	\$106.61		57230	Food/Coffee Service	K-cups	\$38.29

Crossings
at
Stanbridge

Manually
enter Split

\$106.61

57240

Office
expenses

paper and
self
laminating
sheets

\$68.32