



Manager: Doris Scipio

Business Purpose: Staff meeting

Is this a Credit/Return: No

Vendor Code: fb7585

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$133.31

Card Purchase Date: Sep-15-2023

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

Card Purchase for Only One Property: No

Card Allocation Method: Split Evenly

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
Gardens of Mt. Airy	Split Evenly	\$26.66		57230	Food/Coffee Service	Meeting	\$26.66
Mt. Airy Place	Split Evenly	\$26.66		57230	Food/Coffee Service	Meeting	\$26.66

Willow Bend	Split Evenly	\$26.66	57230	Food/Coffee Service	Meeting	\$26.66
Sedgwick Gardens	Split Evenly	\$26.66	57230	Food/Coffee Service	Meeting	\$26.66
Sedgwick Terrace	Split Evenly	\$26.67	57230	Food/Coffee Service	Meeting	\$26.67

Credit Card Receipt
 Date of purchase: 07/15/2023
 Receipt # (or PO#): 57230
 Property: 57230
 1st Approval: [Signature]
 2nd Approval: [Signature]
 Expense Code:
 Receipt Total: \$ 133.31
 Unit #:
 Desc: Staff Meeting

Lost Receipts