



Manager: Doris Scipio

Business Purpose: luncheon staff

Is this a Credit/Return: No

Vendor Code: fb7585

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$27.14

Card Purchase Date: Feb-07-2020

Same Expense Code Per Property?: No

Same Description Per Property?: No

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
Mt. Airy Arms	Split Evenly	\$27.14		57230	Food/Coffee Service	Staff luncheon	\$27.14

Firstnet Visa-Card Receipt

Attach Receipt in this box

Lost Receipt

Card # 7589

PAYCARD POS

Receipt Date 2/17/2020

Property# 170

Approval [Signature]

Expense Code

Receipt Total \$ 27.14

Unit #

Desc. Lunch Staff

The purpose of this purchase is Lunch Staff

I received permission to use my credit card and bypass our vendor system or this emergency purchase. Yes No

The Supervisor approving my purchase Lori K