



Manager: Marva Brown

Business Purpose: employee appreciation lunch

Is this a Credit/Return: No

Vendor Code: fb7566

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$11.75

Card Purchase Date: Mar-03-2023

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

Card Purchase for Only One Property: No

Card Allocation Method: Split by Unit Count %

| Building | Code Allocation Method | Property Cost | Property Unit# | Expense Code | Code Name               | Code Desc  | Expense Code Cost |
|----------|------------------------|---------------|----------------|--------------|-------------------------|------------|-------------------|
| Enclaves | Split Evenly           | \$4.13        |                | 56143        | Staff Training Supplies | Team lunch | \$4.13            |

Gateway  
Towers

Split Evenly    \$7.62

56143

Staff  
Training  
Supplies

Team  
lunch    \$7.62

