



Manager: Melissa Verdon

Business Purpose: file cabinet

Is this a Credit/Return: No

Vendor Code: fb3953

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$148.39

Card Purchase Date: Feb-05-2025

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	\$52.12		57240	Office expenses	File cabinet	\$52.12
Gateway Towers	Split Evenly	\$96.27		57240	Office expenses	File cabinet	\$96.27

