



Manager: Andrea Reusser

Business Purpose: monthly team activity/meeting

Is this a Credit/Return: No

Vendor Code: fb7566

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$239.82

Card Purchase Date: Oct-27-2021

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	Manually enter Split	\$84.23		57230	Food/Coffee Service	Monthly team building activity	\$84.23

Gateway
Towers

Manually
enter Split

\$155.59

57230

Food/Coffee
Service

Monthly
team
building
activity

\$155.59

