

**Manager:** Lauren Snyder

**Business Purpose:** cleaner cards-HR ID printer

**Is this a Credit/Return:** No

**Vendor Code:** fb3017

**Card Name:** Firsttrust Bank

**Card Unit:**

**Card Receipt Total:** \$15.89

**Card Purchase Date:** Nov-04-2020

**Same Expense Code Per Property?:** No

**Same Description Per Property?:** No

**Card Purchase for Only One Property:** Yes

**Card Allocation Method:** Split Evenly

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
LPM/Corporate Office	Split Evenly	\$15.89		57240	Office expenses	cleaner cards-HR ID printer	\$15.89

