



Manager: Marva Brown

Business Purpose: team outing

Is this a Credit/Return: No

Vendor Code: fb7566

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$50.00

Card Purchase Date: Oct-14-2022

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

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
Enclaves	Split Evenly	\$25.00		56143	Staff Training Supplies	Team outing	\$25.00

Gateway  
Towers      Split Evenly      \$25.00

56143

Staff  
Training  
Supplies

Team  
outing      \$25.00

