



Manager: Doris Scipio

Business Purpose: Staff meeting

Is this a Credit/Return: No

Vendor Code: fb7585

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$148.55

Card Purchase Date: Dec-08-2023

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
Gardens of Mt. Airy	Split Evenly	\$29.71		57230	Food/Coffee Service	Staff	\$29.71
Mt. Airy Place	Split Evenly	\$29.71		57230	Food/Coffee Service	Staff	\$29.71

Willow Bend	Split Evenly	\$29.71	57230	Food/Coffee Service	Staff	\$29.71
Sedgwick Gardens	Split Evenly	\$29.71	57230	Food/Coffee Service	Staff	\$29.71
Sedgwick Terrace	Split Evenly	\$29.71	57230	Food/Coffee Service	Staff	\$29.71

Attach Receipt in this box

Staff Meeting

— Credit Card Receipt

Unit # 175855

PAYSCAN FOR

Received on ADP Date 12/8/2023

Property# 12612211221110

1st Approval [Signature]

2nd Approval [Signature]

Expense Code

Receipt Total \$ 148.00

Unit #

Desc: