



Manager: Joseph Cooper

Business Purpose: Staff meeting

Is this a Credit/Return: No

Vendor Code: fb7207

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$164.69

Card Purchase Date: May-23-2024

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	\$41.17		57230	Food/Coffee Service	Staff meeting	\$41.17
Mt. Airy Place	Split Evenly	\$41.17		57230	Food/Coffee Service	Staff meeting	\$41.17

Willow Bend	Split Evenly	\$41.17	57230	Food/Coffee Service	Staff meeting	\$41.17
Sedgwick Gardens	Split Evenly	\$41.18	57230	Food/Coffee Service	Staff meeting	\$41.18

Attach Receipt in this box

Lost Receipt

— Credit Card Receipt

Last 4 digits of card # 7207

PAYSCAN PGM _____

Received (in AP) Date 5/23/24

Property# _____

1st Approval _____

2nd Approval _____

Expense Code _____

Receipt Total \$ 164.69

Unit # _____

Desc: Staff meeting