



Manager: Doris Scipio

Business Purpose: Fresca

Is this a Credit/Return: No

Vendor Code: fb7585

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$35.84

Card Purchase Date: Dec-11-2019

Same Expense Code Per Property?: No

Same Description Per Property?: No

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
Mt. Airy Arms	Split Evenly	\$35.84		57230	Food/Coffee Service	Fresca	\$35.84

Printout Visa/Credit Receipt	
Send # of card #	<u>7580</u>
PAYCARD PIN	
Receipt date	<u>12/14/2015</u>
Property#	<u>170</u>
Approval	<u>(Signature)</u>
Expense Code	
Receipt Total \$	<u>3584.</u>
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Unit #	
Description	<u>Staff Lunch</u>
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1. The purpose of this purchase is Staff lunch
2. I received permission to use my credit card and bypass our vendor system for this emergency purchase. Yes or No _____
3. The Supervisor approving my purchase [Signature]