



Manager: Melissa Verdon

Business Purpose: office soap

Is this a Credit/Return: No

Vendor Code: fb0141

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$4.18

Card Purchase Date: Nov-01-2023

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
Gateway Towers	Split Evenly	\$4.18		56116	Custodial Supplies	office soap	\$4.18