



Manager: Alison Snyder

Business Purpose: bjs membership-will be reimbursed

Is this a Credit/Return: No

Vendor Code: fb2631

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$55.00

Card Purchase Date: Feb-03-2021

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
Park at Westminster	Split Evenly	\$55.00	a15	57240	Office expenses	Bjs membership-charged error	\$55.00

missing Receipt

2/3/21

BTS

\$55

membership Renewed

Alicia accidentally

charged - reimbursing