



Manager: Billie Schott

Business Purpose: Office supplies and coffee

Is this a Credit/Return: No

Vendor Code: fb4732

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$86.81

Card Purchase Date: Jul-01-2024

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
Crossings at Stanbridge	Manually enter Split	\$86.81		57230	Food/Coffee Service	Kcups for office and comm. rm.	\$62.80

Crossings at Stanbridge	Manually enter Split	\$86.81	57240	Office expenses	Folders and post its	\$24.01
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