



Manager: Stephen Cicala

Business Purpose: Office refreshments

Is this a Credit/Return: No

Vendor Code: fb7885

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$126.00

Card Purchase Date: Jul-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
450 Green Apartments	Split Evenly	\$126.00		57230	Food/Coffee Service	Office refreshments	\$126.00

Firsttrust Visa-Card Receipt

Attach Receipt in this box

last 4 digits of card 7885

PAYSCAN POF

Receipt Date 7/11/2019

Property# 191

Approval

Expense Code 57230

Receipt Total \$126.00

Unit # Office

Desc. Office reference

Attached

Missus Receipt
BJS

1. The purpose of this purchase is

2. I received permission to use my credit card and bypass our vendor system for this emergency purchase. Yes or No

