



Manager: Amber Johnson

Business Purpose: team lunch

Is this a Credit/Return: No

Vendor Code: fb1018

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$39.75

Card Purchase Date: Mar-23-2020

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
Haverford Court	Split Evenly	\$39.75		57227	Meetings & Conferences	131 team lunch	\$39.75

Firsttrust Visa-Card Receipt

last 4 digits of card # 1018

PAYSCAN POW

Receipt Date 0/20/2020

Property# 181

Approval [Signature]

Expense Code B7227

Receipt Total \$ 39.75

Unit # Team Lunch Co-  
Desc. meal Receipt  
used in  
deliving

purpose of this purchase is team lunch for staff

ived permission to use my credit card and bypass our vendor system  
emergency purchase. Yes or No