



Manager: Ketty Bailey

Business Purpose: coffee and tea for leasing office

Is this a Credit/Return: No

Vendor Code: fb0602

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$40.11

Card Purchase Date: Sep-17-2025

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

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
Park at Westminster	Split Evenly	\$20.05		57230	Food/Coffee Service	Coffee and tea for office	\$20.05

Warrington Crossings	Split Evenly	\$20.06	57230	Food/Coffee Service	Coffee and tea for office	\$20.06
-------------------------	-----------------	---------	-------	------------------------	------------------------------------	---------

