



Manager: Billie Schott

Business Purpose: Tea for the office

Is this a Credit/Return: No

Vendor Code: fb4732

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$13.99

Card Purchase Date: Aug-12-2024

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	Split Evenly	\$13.99		57230	Food/Coffee Service	Tea Kcups for the office	\$13.99