



Manager: Melissa Verdon

Business Purpose: Holiday Decor and vases for GT

Is this a Credit/Return: No

Vendor Code: fb0141

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$306.06

Card Purchase Date: Feb-14-2024

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
Gateway Towers	Manually enter Split	\$306.06		60109	Common Area Upgrade	vases for hallways	\$189.00
Gateway Towers	Manually enter Split	\$306.06		56117	Decorating Supplies	holiday decor	\$117.06