



Manager: Melissa Verdon

Business Purpose: desk mat

Is this a Credit/Return: No

Vendor Code: fb3953

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$10.59

Card Purchase Date: Dec-02-2025

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	Split Evenly	\$10.59		57240	Office expenses	Desk mat	\$10.59

10/25, 11:59 AM

Order Summary

Order # 111-4599026-1298223

Ship to

Customer's Billing Office

LEARNERS OFFICE 3000 LAKESIDE DR

PO BOX 402468, St. Louis, MO 63140-2468

United States

Payment method

Visa, ending in 1073

[View account information](#)

Order Summary

Original Equipment \$23.00

Shipping & Handling \$0.00

Total before tax \$23.00


Tax \$1.58

Estimated tax to be collected \$0.00

Grand Total: \$24.58

Delivered December 4

Your package will ship over the front door or porch.



Virtual Note-Stop Leather Desk Pad, Waterproof Laptop Computer Desk Keyboard Mat, Tablet Protection Monitor Film, Large Mouse Pad Mat

Office Chair Backrest/Headrest Ring (25" x 18.7")

Model No. 1002


Arrive or replace items before January 31, 2026

\$10.59

\$10.59

Delivered December 9

Your package will ship directly to a business.



Learner's Equipment Virtual Pad with Mouse Rest, Large Waterproof 15.6" x 9.7" Mouse Pad

Support Ring for Note-Stop Ring, Ring Stand for Laptop & Computer (Standard Blue Mesh)

Model No. 1002

Arrive or replace items before January 31, 2026

\$13.77

\$13.77

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