



Manager: Melissa Verdon

Business Purpose: Team lunch

Is this a Credit/Return: No

Vendor Code: fb3953

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$250.91

Card Purchase Date: Jan-06-2025

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           | \$250.91      |                | 57230        | Food/Coffee Service | Team lunch | \$250.91          |