



Manager: Dawn Buck

Business Purpose: shoe covers for maintenance and key tags

Is this a Credit/Return: No

Vendor Code: fb9185

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$79.39

Card Purchase Date: May-22-2023

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
Bromley House	Manually enter Split	\$26.46		56216	Custodial Contractor	shoe covers	\$18.63
Bromley House	Manually enter Split	\$26.46		56129	Keys & Locks Supplies	7.83	\$

Eola	Manually enter Split	\$26.46	56216	Custodial Contractor	shoe covers	\$18.63
Eola	Manually enter Split	\$26.46	56129	Keys & Locks Supplies	key tags	\$7.83
Regency House	Manually enter Split	\$26.46	56116	Custodial Supplies	shoe covers	\$18.63
Regency House	Manually enter Split	\$26.46	56229	Keys & Locks Contractor	key tags	\$7.83