



Manager: Amber Johnson

Business Purpose: food and coffee, office supplies

Is this a Credit/Return: No

Vendor Code: fb1018

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$198.42

Card Purchase Date: Jul-13-2023

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
York North (YONO)	Manually enter Split	\$198.42		57230	Food/Coffee Service	Break room food/ coffee	\$110.32
York North (YONO)	Manually enter Split	\$198.42		60109	Common Area Upgrade	New office floor mats	\$51.17

York
North
(YONO)

Manually
enter Split \$198.42

57240

Office
expenses

Sharpies, hooks,
air freshener \$36.93

