



Manager: Janice Gregg

Business Purpose: HR lunch Westover

Is this a Credit/Return: No

Vendor Code: fb3002

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$54.69

Card Purchase Date: Apr-24-2025

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 |
|----------------------|------------------------|---------------|----------------|--------------|---------------------|-------------------------------------|-------------------|
| LPM/Corporate Office | Split Evenly           | \$54.69       |                | 57230        | Food/Coffee Service | Lunch<br>HR Dir<br>Westover<br>mgmt | \$54.69           |

[illegible]