



Manager: Ketty Bailey

Business Purpose: small yellow envelopes for keys

Is this a Credit/Return: No

Vendor Code: fb0602

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$70.72

Card Purchase Date: Oct-09-2023

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

Card Purchase for Only One Property: No

Card Allocation Method: Split Evenly

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
Park at Westminster	Split Evenly	\$35.36		57240	Office expenses	Small envelopes for keys	\$35.36

Warrington
Crossings

Split
Evenly

\$35.36

57240

Office
expenses

Small
envelopes
for keys

\$35.36

