



Manager: Melissa Verdon

Business Purpose: monitor stand

Is this a Credit/Return: No

Vendor Code: fb3953

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$31.77

Card Purchase Date: Oct-28-2024

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 | \$31.77 | | 57240 | Office expenses | monitor stand | \$31.77 |