



Manager: Billie Schott

Business Purpose: keychains and paper clips

Is this a Credit/Return: No

Vendor Code: fb4732

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$28.64

Card Purchase Date: Jan-28-2023

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 |
|-------------------------|------------------------|---------------|----------------|--------------|-----------------|-------------|-------------------|
| Crossings at Stanbridge | Manually enter Split | \$28.64 | | 57240 | Office expenses | Paper clips | \$7.84 |

\$20.80

