



Manager: Melissa Verdon

Business Purpose: team holiday gifts

Is this a Credit/Return: No

Vendor Code: fb3953

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$19.98

Card Purchase Date: Dec-23-2025

Same Expense Code Per Property?: Yes

Same Description Per Property?: Yes

Card Purchase for Only One Property: No

Card Allocation Method: Split by Unit Count %

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
Enclaves	Split Evenly	\$6.47		57198	Gifts	Team holiday gifts	\$6.47

Gateway Towers	Split Evenly	\$11.95	57198	Gifts	Team holiday gifts	\$11.95
Gateway Airport Townhomes	Split Evenly	\$1.56	57198	Gifts	Team holiday gifts	\$1.56

