



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: \$169.32

Card Purchase Date: Dec-22-2025

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 %

<b>Building</b>	<b>Code Allocation Method</b>	<b>Property Cost</b>	<b>Property Unit#</b>	<b>Expense Code</b>	<b>Code Name</b>	<b>Code Desc</b>	<b>Expense Code Cost</b>
Enclaves	Split Evenly	\$54.83		57198	Gifts	Team holiday gifts	\$54.83

Gateway Towers	Split Evenly	\$101.29	57198	Gifts	Team holiday gifts	\$101.29
Gateway Airport Townhomes	Split Evenly	\$13.20	57198	Gifts	Team holiday gifts	\$13.20

