

TAX INVOICE

Account name:

Attn:

Koenig Solutions Arabia Limited
Mr. Sujan Kumar
AstroLabs 3141 Anas Ibn Malik Rd,
Al Malqa
Riyadh 13521
Saudi Arabia
13521 Riyadh
Saudi Arabia

Account number:

Invoice number:

Invoice date:

Due date :

Your VAT Number:

15262952

4653-2025-362INV

03 July 2025

03 July 2025

311759143500003

Center name:

JEDDAH, Zahran

Description of Charges	From Date	To Date	Price	VAT Amount	Total
Meeting Room	3 Jul 2025	3 Jul 2025	SAR 697.50	SAR 104.63	SAR 802.13
Beverage	3 Jul 2025	3 Jul 2025	SAR 48.00	SAR 7.20	SAR 55.20
Equipment Hire	3 Jul 2025	3 Jul 2025	SAR 600.00	SAR 90.00	SAR 690.00

Total (exc. VAT)

Tax 15%

July invoice total (inc. Tax)

SAR 1,345.50

SAR 201.83

SAR 1,547.33

See next page for an itemized breakdown of charges



YOUR INVOICE DETAILS

Account name:	Koenig Solutions Arabia Limited	Account number:	15262952
Attn:	Mr. Sujan Kumar	Invoice number:	4653-2025-362INV
		Invoice date:	03 July 2025
		Due date:	03 July 2025

Center name: JEDDAH, Zahran

ONE-OFF CHARGES INCURRED

Item Description	From Date	To Date	Price	VAT Amount	Total (inc. VAT)
Meeting Room Charge	3 Jul 2025	3 Jul 2025	SAR 697.50	SAR 104.63	SAR 802.13
Booked by: Mr. Sujan Kumar Booking: 159954038					
Unlimited Coffee and Tea – Full Day	3 Jul 2025	3 Jul 2025	SAR 48.00	SAR 7.20	SAR 55.20
Booked by: Mr. Sujan Kumar Booking: 159954038					
Equipment Hire - Projector - Day	3 Jul 2025	3 Jul 2025	SAR 600.00	SAR 90.00	SAR 690.00
Booked by: Mr. Sujan Kumar Booking: 159954038					
Subtotal			SAR 1,345.50	SAR 201.83	SAR 1,547.33
Total Charges			SAR 1,345.50	SAR 201.83	SAR 1,547.33



METHODS OF PAYMENT

Your current method of payment is: **Payment Card**

You can update your payment method to Direct Debit or Credit Card via www.MyRegus.com

You may pay by Bank Transfer to:

Bank Name:	Bank Name Description
Bank Code:	BankCode Description
Branch Name:	Branch Name Description
Branch Code:	BranchCode Description
IFSC Number:	IFSCNumber Description
Account Name:	Account Name Description
Account Number:	Account Number Description
Sort Code:	Sort Code Description
BIC (Swift):	BICSwift1Description
IBAN:	IBAN Description
Routing # 1:	RoutingNumber1Description
BSB Number:	BSB Number Description

Bank Name 2:	BankName2Description
Bank Code 2:	BankCode2Description
Branch Name 2:	BranchName2Description
Branch Code 2:	BranchCode2Description
IFSC Number 2:	IFSCNumber2Description
Account Name 2:	AccountName2Description
Account Number 2:	Account No 2 Description
Sort Code 2:	SortCode2Description
BIC (Swift) 2:	BICSwift2Description
Routing # 2:	RoutingNumber2Description
IBAN 2:	IBAN2 Description

Bank Name 3:	BankName3Description
Bank Code 3:	BankCode3Description
Branch Name 3:	BranchName3Description
Branch Code 3:	BranchCode3Description
IFSC Number 3:	IFSCNumber3Description
Account Name 3:	AccountName3Description
Account Number 3:	AccountNo3 Description
Sort Code 3:	SortCode3Description
BIC (Swift) 3:	BICSwift3Description
IBAN 3:	IBAN3 Description
Routing # 3:	RoutingNumber3Description

IMPORTANT INFORMATION:
Please provide your Invoice Number <4653-2025-362INV> as a payee reference on all payments made.



UNDERSTANDING YOUR INVOICE



INVOICE EXPLANATIONS

Account adjustments/refunds	Any adjustments/refunds that were made to your account.
Account balance	The account balance shows recent activity on your account in summary format. It shows the balance at the end of the previous summary date and any payments or adjustments that have been received since the last statement. The account statement can be found on www.MyRegus.com . The current invoice value is then added to produce the Total Payment Due figure.
Credits	Credits that were issued against a particular charge for which you have been invoiced for in a previous period.
Due date	The latest date on which the invoice needs to be paid. Please note that any outstanding balances shown in the account summary will be due for immediate payment.
Invoice	The invoice shows a summary of all charges (recurring and one-off) related to the invoice period.
Late payment fees	We incur extra costs if you pay late. A fee will therefore be levied against your account if the payment is late.
One-off charges incurred	Variable and/or one-off charges related to a specific invoicing period.
Payments received	All payments received since your last invoice was raised.
Recurring charges	These are fixed monthly charges, invoiced in advance.
Total payment due	The total payment due is the total current balance of monies owed on your account and includes any amounts that are overdue.

ONE-OFF CHARGES

Beverage	Beverages as you requested. (e.g. bottled water, tea, coffee etc.).
Equipment Hire	Equipment you requested for your recent meeting
Meeting Room	Use of a Meeting Room including any telephone calls, prepayments and cancellation charges

