

# PRICELIST | FIX PACKAGES

## dedicated desk

DAILY

### Half-Day Pass

5 hrs

- unlimited refreshments
- high speed internet (100/100)
- meeting room use (1/2h)
- printer/scanner
- access to lounge zone

**EUR 9**

### Daily Pass

- unlimited refreshments
- high speed internet (100/100)
- meeting room use (1h)
- printer/scanner
- access to lounge zone

**EUR 15**

WEEKLY

### One-Week Pass

- unlimited refreshments
- high speed internet (100/100)
- meeting room use (2h)
- printer/scanner
- access to lounge zone

**EUR 70**

### Two-Week Pass

- unlimited refreshments
- high speed internet (100/100)
- meeting room use (3h)
- printer/scanner
- access to lounge zone

**EUR 125**

### Three-Week Pass

- unlimited refreshments
- high speed internet (100/100)
- meeting room use (4h)
- printer/scanner
- access to lounge zone

**EUR 160**

MONTHLY

### One-month Pass

- no commitment
- unlimited refreshments
- high speed internet (100/100)
- meeting room use (5h)
- printer/scanner
- access to lounge zone

**EUR 195**

### One-month Pass

- 6 months contract
- unlimited refreshments
- high speed internet (100/100)
- meeting room use (5h)
- printer/scanner
- access to lounge zone

**EUR 180**

### One-month Pass

- 12 months contract
- unlimited refreshments
- high speed internet (100/100)
- meeting room use (5h)
- printer/scanner
- access to lounge zone

**EUR 165**

Full office equipment included.  
Office Assistant services.  
Access to the "lounge" area.  
All prices are VAT EXCLUSIVE. VAT rate is 20%.

# PRICELIST | ALL-DAY FLEXI PACKAGES

hot desk

SHORT PACKAGES

## Flexi 1

number of days: 3  
period: 7 days  
conf. room use: 1 h  
**EUR 43**

## Flexi 2

number of days: 4  
period: 14 days  
conf. room use: 1 h  
**EUR 55**

## Flexi 3

number of days: 4  
period: 21 days  
conf. room use: 1 h  
**EUR 59**

## Flexi 4

number of days: 5  
period: 21 days  
conf. room use: 2 h  
**EUR 68**

## Flexi 5

number of days: 5  
period: 30 days  
conf. room use: 2 h  
**EUR 73**

## Flexi 6

number of days: 7  
period: 21 days  
conf. room use: 2 h  
**EUR 88**

## Flexi 7

number of days: 7  
period: 30 days  
conf. room use: 2 h  
**EUR 94**

## Flexi 8

number of days: 7  
period: 60 days  
conf. room use: 2 h  
**EUR 99**

## Flexi 9

number of days: 10  
period: 30 days  
conf. room use: 3 h  
**EUR 120**

## Flexi 10

number of days: 10  
period: 45 days  
conf. room use: 3 h  
**EUR 132**

LONG PACKAGES

## Flexi 11

number of days: 15  
period: 45 days  
conf. room use: 4 h  
**EUR 176**

## Flexi 12

number of days: 15  
period: 60 days  
conf. room use: 4 h  
**EUR 187**

## Flexi 13

number of days: 15  
period: 90 days  
conf. room use: 4 h  
**EUR 198**

## Flexi 14

number of days: 20  
period: 60 days  
conf. room use: 5 h  
**EUR 209**

## Flexi 15

number of days: 20  
period: 90 days  
conf. room use: 5 h  
**EUR 220**

## Flexi 16

number of days: 20  
period: 90 days  
conf. room use: 5 h  
**EUR 230**

## Flexi 17

number of days: 25  
period: 75 days  
conf. room use: 6 h  
**EUR 253**

## Flexi 18

number of days: 25  
period: 90 days  
conf. room use: 6 h  
**EUR 264**

## Flexi 19

number of days: 30  
period: 90 days  
conf. room use: 7 h  
**EUR 297**

## Flexi 20

number of days: 30  
period: 120 days  
conf. room use: 7 h  
**EUR 308**

Full office equipment included.  
Office Assistant services.  
Unlimited refreshments  
High speed internet 100/100  
Access to lounge zone  
All prices are VAT EXCLUSIVE. VAT rate is 20%.

# PRICELIST | HALF-DAY FLEXI PACKAGES

(5 hours)  
hot desk

SHORT PACKAGES

## Flexi 1

number of days: 3  
period: 7 days  
conf. room use: 1 h  
**EUR 26**

## Flexi 2

number of days: 4  
period: 14 days  
conf. room use: 1 h  
**EUR 33**

## Flexi 3

number of days: 4  
period: 21 days  
conf. room use: 1 h  
**EUR 36**

## Flexi 4

number of days: 5  
period: 21 days  
conf. room use: 2 h  
**EUR 41**

## Flexi 5

number of days: 5  
period: 30 days  
conf. room use: 2 h  
**EUR 44**

## Flexi 6

number of days: 7  
period: 21 days  
conf. room use: 2 h  
**EUR 53**

## Flexi 7

number of days: 7  
period: 30 days  
conf. room use: 2 h  
**EUR 57**

## Flexi 8

number of days: 7  
period: 60 days  
conf. room use: 2 h  
**EUR 59**

## Flexi 9

number of days: 10  
period: 30 days  
conf. room use: 3 h  
**EUR 72**

## Flexi 10

number of days: 10  
period: 45 days  
conf. room use: 3 h  
**EUR 80**

LONG PACKAGES

## Flexi 11

number of days: 15  
period: 45 days  
conf. room use: 4 h  
**EUR 106**

## Flexi 12

number of days: 15  
period: 60 days  
conf. room use: 4 h  
**EUR 112**

## Flexi 13

number of days: 15  
period: 90 days  
conf. room use: 4 h  
**EUR 119**

## Flexi 14

number of days: 20  
period: 60 days  
conf. room use: 5 h  
**EUR 126**

## Flexi 15

number of days: 20  
period: 90 days  
conf. room use: 5 h  
**EUR 132**

## Flexi 16

number of days: 20  
period: 90 days  
conf. room use: 5 h  
**EUR 138**

## Flexi 17

number of days: 25  
period: 75 days  
conf. room use: 6 h  
**EUR 152**

## Flexi 18

number of days: 25  
period: 90 days  
conf. room use: 6 h  
**EUR 158**

## Flexi 19

number of days: 30  
period: 90 days  
conf. room use: 7 h  
**EUR 178**

## Flexi 20

number of days: 30  
period: 120 days  
conf. room use: 7 h  
**EUR 185**

Full office equipment included.  
Office Assistant services.  
Unlimited refreshments  
High speed internet 100/100  
Access to lounge zone  
All prices are VAT EXCLUSIVE. VAT rate is 20%.

# PRICELIST | COMPANY BUSINESS REGISTRATION



BASIC	PREMIUM			PRO
<b>Type 1</b>	<b>Type 2</b>	<b>Type 3</b>	<b>Type 4</b>	<b>Type 5</b>
Company business registration The client himself takes over the post	Company business registration We scan the client's post (up to 10 letters per month)	Company business registration We scan the client's post (from 10 to 20 letters per month)	Company business registration We scan the client's post (from 20 to 30 letters per month)	Company business registration One of the previous services + 4 hours of meeting room use per month
<b>EUR 45</b>	<b>EUR 55</b>	<b>EUR 65</b>	<b>EUR 75</b>	<b>EUR _+50</b>

Brochures, catalogs and similar printed material are taken over by the client or sent by mail to the client's account.  
Minimum contract period for all packages is one year.  
All prices are VAT EXCLUSIVE. VAT rate is 20%.  
**Additional option:**  
Occasional use of a desk and/or meeting rooms.

# PRICELIST | MEETING & EVENT ROOMS

## Event room no. 1



70m<sup>2</sup>  
up to 90 people  
air-conditioned  
(available only on weekends)

**95 EUR/h**

## Meeting room no. 1



35m<sup>2</sup>  
up to 40 people air-conditioner  
(available only on weekends)

**40 EUR/h**

## Meeting room no. 2



30m<sup>2</sup>  
up to 25 people  
air-conditioned

**25 EUR/h**

## Meeting room no. 3



12m<sup>2</sup>  
up to 8 people

**15 EUR/h**

Full office equipment included.  
Office Assistant services.  
High speed internet 100/100  
Printer/Scanner  
Access to lounge zone  
All prices are VAT EXCLUSIVE. VAT rate is 20%.

**Additional services:**  
Coffee break  
Photography services  
Sound system services  
Price is increased by 6eur/h during the weekend, outside working hours and holidays.

# ADDITIONAL BUSINESS SERVICES

---

## 2. Legal services

- a. Setting up a legal entity
- b. Providing legal assistance regarding application for residence and work permits for foreign citizens in the Republic of Serbia
- c. Consulting and legal advice regarding company's current operations and planning of future operations
- d. Providing legal opinions regarding precontracts, agreements, business correspondence, and company's potentially contentious business and legal relations with third parties
- e. Advisory services regarding the organization and harmonization of the company's work with applicable regulations
- f. Preparation of precontracts, contracts, procedures, general and other legal acts of the company, as well as any amendments thereof
- g. Advisory services related to legal and labour relations and preparation of documents, procedures and decisions regarding legal and labour relations and employee status

## 3. Bookkeeping and accounting services

- a. Bookkeeping, administration, salary and other income accounting, keeping auxiliary records
- b. Obtaining information needed when making strategic decisions or conducting analyses of company's operations and assessment of current and future business risks
- c. Advice in the field of tax on income of natural persons, social security contributions, corporate taxation, tax deduction, value added tax, real estate taxation, etc.
- d. Preparation of preventive tax audit, tax forecasting and planning.
- e. Advice on choice of legal form and economic and tax consequences of the choice.

#### **4. Virtual assistant services**

- a. Replying to emails
- b. Copywriting

#### **5. Translation and content-/copywriting services**

- a. Translation and interpreting services
- b. Court certified translation
- c. Editing services and revision
- d. Content creation (transcreation, content writing, copywriting)
- e. Additional services (post-editing, transcription, video translation & subtitling)

#### **6. Website design services**

#### **7. Graphic design services**

#### **8. Printing services**

#### **9. Organizing transport of people, equipment, goods, etc.**