



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
MANOJ SAXENA
UNIDOS US

Account Number
XXXX-XXXXX3-51001

Closing Date
05/29/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
10,464.69	9,707.18	0.00	10,464.69	0.00	9,707.18

For important information regarding your account refer to page 2.

Please submit all outstanding expenses.

To manage your Account online or to pay your bill, please visit us at corp.americanexpress.com. For additional contact information, please see the reverse side of this page.

▼ Please fold on the perforation below, detach and return with your payment ▼

Do not staple or use paper clips

Payment Coupon

Account Number 3794-294633-51001

MANOJ SAXENA
UNIDOS US
20126 DESERT FOREST
ASHBURN VA 20147

Payable upon receipt in U.S. Dollars.
Enter 15 digit account number on all payments.
Amount Due \$9,707.18
Checks or drafts must be drawn against banks located in the U.S.

Mail Payment to:

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
PO BOX 96001
LOS ANGELES CA 90096-8000
|||||

0000379429463351001 000970718000970718 29HH

Payments: Your American Express® Corporate Card statement is payable in full upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be sent to the payment address shown on your statement and must include the remittance coupon from your statement. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. Your Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert your remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord or satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, you authorize us to initiate an electronic debit from your bank or asset account. When we process your check electronically, your payment may be debited to the bank or asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Card, please note that you are eligible to pay your bill online.

Authorization for Electronic Payments: By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electron debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-528-2122 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. Requests for refunds of credit balances (designated "CR") should be made by calling us at 1-800-528-2122 or the number on the back of your Card. Billing disputes can also be initiated online. This applies to Corporate Cards only, not Cards issued under the Corporate Defined Express Program.

In Case of Errors or Questions About Electronic Transfers: Please contact us by calling 1-800-IPAY-AXP for Pay By Phone, Pay By Computer issues and automatic payment issues.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.



Manage your Card account online at:
americanexpress.com/
checkyourbill



For all further inquiries or to pay by phone, please call the number on the back of your Card.

If your Card has been lost or stolen, please call 1-800-528-2122

International Collect:
1-336-393-1111

Hearing Impaired Services:
Dial Relay 711 and
1-800-528-2122

Large Print and Braille Statements:
1-800-528-2122



Customer Service
P.O. Box 981531
El Paso, TX
79998-1531

Payments
PO BOX 96001
LOS ANGELES CA 90096-
8000

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
MANOJ SAXENA
 UNIDOS US

Account Number
 XXXX-XXXXX3-51001

Closing Date
 05/29/25

Activity Date reflects either transaction or posting date

Card Number XXXX-XXXXX3-51001		Reference Code	Amount \$
05/14/25	CORPORATE REMITTANCE RECEIVED	05/14	-10,464.69
05/03/25	A1010BUSD01 REDMOND US Z72D3AARY Z72D3AARY02Y 98052 05/04/25 ROC NUMBER Z72D3AARY02Y		1,062.60
05/03/25	A1010BUSD01 MSBILL.INFO US Z72U3AJHU Z72U3AJHUDCW 98052 05/04/25 ROC NUMBER Z72U3AJHUDCW		48.00
05/03/25	A1010BUSD01 MSBILL.INFO US Z72W38M4D Z72W38M4DION 98052 05/04/25 ROC NUMBER Z72W38M4DION		2,208.00
05/03/25	A1010BUSD01 MSBILL.INFO US Z73A38JVX Z73A38JVXL7J 98052 05/04/25 ROC NUMBER Z73A38JVXL7J		2,675.20
05/03/25	A1010BUSD01 MSBILL.INFO US Z72938TI0 Z72938TI0BHE 98052 05/04/25 ROC NUMBER Z72938TI0BHE		172.50
05/08/25	MICROSOFT MSBILL.INFO US Z7313MS58 Z7313MS581FP 98052 05/09/25 ROC NUMBER Z7313MS581FP TAX \$55.90		3,540.88
Total for MANOJ SAXENA		New Charges/Other Debits	9,707.18
		Payments/Other Credits	-10,464.69



Invoice

May 2025
Invoice Date: 05/03/2025
Invoice Number: E0100W510T
Due Date: 05/03/2025

2,208.00 USD

Sold-To
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States
Tax ID: 860212873

Bill-To
UnidosUS
1126 16th St NW
Suite 600
Washington dc 20036-4845
United States

Service Usage Address
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	2,208.00
Customer PO Number:		Discounts:	0.00
Order Number:	abb26fe9-8794-430f-86b6-bca5c7fafc09	Credits:	0.00
Billing Period:	04/03/2025 - 05/02/2025	Tax:	0.00
Due Date:	05/03/2025	Total:	2,208.00

Payment Instructions: Please DO NOT PAY. You will be charged the amount due through your selected method of payment.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025
Invoice Date: 05/03/2025
Invoice Number: E0100W510T
Due Date: 05/03/2025

2,208.00 USD

Microsoft Teams Domestic Calling Plan (customers outside US/UK/CA)										
Service period	Days	Qty	Monthly Price	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
04/05/2025 - 05/04/2025*	30	184	12.00	2,208.00	0.00	0.00	2,208.00	0.00 %	0.00	2,208.00
Subtotal				2,208.00	0.00	0.00	0.00		0.00	2,208.00
Grand Total				2,208.00	0.00	0.00	2,208.00		0.00	2,208.00

*In the United States and Puerto Rico, PSTN Services are sold on behalf of Skype Communications US Corporation. The price displayed includes charges for the PSTN Service and all required taxes and fees. See <https://www.microsoft.com/licensing/docs/view/Communications-Services-Tax-Rates-and-Terms> for details.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025
Invoice Date: 05/03/2025
Invoice Number: E0100W4XOM
Due Date: 05/03/2025

48.00 USD

Sold-To
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States
Tax ID: 860212873

Bill-To
UnidosUS
1126 16th St NW
Suite 600
Washington dc 20036-4845
United States

Service Usage Address
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	48.00
Customer PO Number:		Discounts:	0.00
Order Number:	d405bb11-fe63-4fc3-bfdb-c2f697fbd0a8	Credits:	0.00
Billing Period:	04/03/2025 - 05/02/2025	Tax:	0.00
Due Date:	05/03/2025	Total:	48.00

Payment Instructions: Please DO NOT PAY. You will be charged the amount due through your selected method of payment.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025

Invoice Date: 05/03/2025

Invoice Number: E0100W4XOM

Due Date: 05/03/2025

48.00 USD

Microsoft Teams Shared Devices (Nonprofit Staff Pricing)

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period /Total in service period) = Charge

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/license	Days in service period	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
04/03/2025 - 05/02/2025	Monthly subscription charges	15	3.20	30	48.00	0.00	0.00	48.00	0.00 %	0.00	48.00
Subtotal					48.00	0.00	0.00	48.00		0.00	48.00
Grand Total					48.00	0.00	0.00	48.00		0.00	48.00

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025

Invoice Date: 05/03/2025

Invoice Number: E0100W55ZU

Due Date: 05/03/2025

2,675.20 USD

Sold-To

UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States
Tax ID: 860212873

Bill-To

UnidosUS
1126 16th St NW
Suite 600
Washington dc 20036-4845
United States

Service Usage Address

UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	2,675.20
Customer PO Number:		Discounts:	0.00
Order Number:	e0a8e009-1b37-4d60-82a9-5d66938c312a	Credits:	0.00
Billing Period:	04/03/2025 - 05/02/2025	Tax:	0.00
Due Date:	05/03/2025	Total:	2,675.20

Payment Instructions: Please DO NOT PAY. You will be charged the amount due through your selected method of payment.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025
Invoice Date: 05/03/2025
Invoice Number: E0100W55ZU
Due Date: 05/03/2025

2,675.20 USD

Office 365 E5 (Nonprofit Staff Pricing)										
Service period	Days	Qty	Monthly Price	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
04/03/2025 - 05/02/2025*	30	176	0.80	140.80	0.00	0.00	140.80	0.00 %	0.00	140.80
04/03/2025 - 05/02/2025	30	176	14.40	2,534.40	0.00	0.00	2,534.40	0.00 %	0.00	2,534.40
Subtotal				2,675.20	0.00	0.00	0.00		0.00	2,675.20
Grand Total				2,675.20	0.00	0.00	2,675.20		0.00	2,675.20

*In the United States and Puerto Rico, PSTN Services are sold on behalf of Skype Communications US Corporation. The price displayed includes charges for the PSTN Service and all required taxes and fees. See <https://www.microsoft.com/licensing/docs/view/Communications-Services-Tax-Rates-and-Terms> for details.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025
Invoice Date: 05/03/2025
Invoice Number: E0100W57UP
Due Date: 05/03/2025

1,062.60 USD

Sold-To
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States
Tax ID: 860212873

Bill-To
UnidosUS
1126 16th St NW
Suite 600
Washington dc 20036-4845
United States

Service Usage Address
UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	1,062.60
Customer PO Number:		Discounts:	0.00
Order Number:	69f4230f-984b-4d9f-8d54-1e80d65f1d6b	Credits:	0.00
Billing Period:	04/03/2025 - 05/02/2025	Tax:	0.00
Due Date:	05/03/2025	Total:	1,062.60

Payment Instructions: Please DO NOT PAY. You will be charged the amount due through your selected method of payment.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025

Invoice Date: 05/03/2025

Invoice Number: E0100W57UP

Due Date: 05/03/2025

1,062.60 USD

Enterprise Mobility + Security E5 (Nonprofit Staff Pricing)

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period /Total in service period) = Charge

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/licenseperiod	Days in service	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
04/03/2025 - 05/02/2025	Monthly subscription charges	161	6.60	30	1,062.60	0.00	0.00	1,062.60	0.00 %	0.00	1,062.60
Subtotal					1,062.60	0.00	0.00	1,062.60		0.00	1,062.60
Grand Total					1,062.60	0.00	0.00	1,062.60		0.00	1,062.60

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025

Invoice Date: 05/03/2025

Invoice Number: E0100W50UI

Due Date: 05/03/2025

172.50 USD

Sold-To

UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States
Tax ID: 860212873

Bill-To

UnidosUS
1126 16th St NW
Suite 600
Washington dc 20036-4845
United States

Service Usage Address

UnidosUS
1126 16th St NW
Suite 600
Washington DC 20036-4845
United States

Order Details		Billing Summary	
Product:	Online Services	Charges:	172.50
Customer PO Number:		Discounts:	0.00
Order Number:	82d7a521-2599-4fa7-985a-3a3c644dff3	Credits:	0.00
Billing Period:	04/03/2025 - 05/02/2025	Tax:	0.00
Due Date:	05/03/2025	Total:	172.50

Payment Instructions: Please DO NOT PAY. You will be charged the amount due through your selected method of payment.

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442



Invoice

May 2025

Invoice Date: 05/03/2025

Invoice Number: E0100W50UI

Due Date: 05/03/2025

172.50 USD

Office 365 E3 (Nonprofit Staff Pricing)

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period /Total in service period) = Charge

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/license	Days in service period	Charges	Discounts	Credits	Subtotal	Tax %	Tax	Total
04/03/2025 - 05/02/2025	Monthly subscription charges	30	5.75	30	172.50	0.00	0.00	172.50	0.00 %	0.00	172.50
Subtotal					172.50	0.00	0.00	172.50		0.00	172.50
Grand Total					172.50	0.00	0.00	172.50		0.00	172.50

Billing or service question? Call 1-800-865-9408 or visit <https://aka.ms/Office365Billing>

Microsoft Corporation, One Microsoft Way, Redmond, WA 98052, United States

US FEIN 91-1144442

Microsoft Corporation
One Microsoft Way
Redmond WA 98052
United States
FEIN: 91-1144442

Sold To
m365services
1126 16Th St NW
Washington
DC
20036-4804
US

Bill To
m365services
1126 16Th St NW
Washington
DC
20036-4804
US

Invoice Summary

Billing Profile	m365services UnidosUS
Invoice Number	G090686466
Invoice Date In UTC	05/09/2025

Total Amount **USD 3,540.88**
Due on 05/09/2025

Questions on your bill? Visit <https://aka.ms/invoice-billing>

This invoice is for the billing period 04/01/2025 - 04/30/2025

This bill contains the charges for your purchases and services consumed from Microsoft. Find more details about your bill at <https://admin.microsoft.com/Adminportal/Home#/billoverview/invoice-list/G090686466>

Billing Summary

Charges	3,484.98
Subtotal	3,484.98
Sales Tax (6.00%)	55.90
Total (including Tax)	USD 3,540.88

Your account has a credit card on file and there is no action for you to take. The card you have on file will be charged.

Payment should only be made by Electronic Funds Transfer.
Do not send any physical payment to any address on this invoice.

Section Summary

Section Name	Charges (USD)	Tax Amount (USD)	Total (including Tax) (USD)
m365services UnidosUS	3,484.98	55.90	3,540.88

Details By Section

m365services UnidosUS

Microsoft Azure Support - 1 Month

Purchases Charge Start Date - Charge End Date	Unit Price (USD)	Qty	Charges/ Credits (USD)	Sales Tax	Tax Amount (USD)	Total (including Tax) (USD)
04/02/2025-05/01/2025	100.00	1	100.00	6.00%	6.00	106.00

Usage Charges - Microsoft Azure Standard

Purchases Charge Start Date - Charge End Date	Charges/ Credits (USD)	Sales Tax	Tax Amount (USD)	Total (including Tax) (USD)
Storage 04/01/2025-04/30/2025	2,553.16	---	---	2,553.16
Networking 04/01/2025-04/30/2025	146.60	6.00%	8.80	155.40
Management and Governance 04/01/2025-04/30/2025	48.38	6.00%	2.90	51.28
Compute 04/01/2025-04/30/2025	636.84	6.00%	38.20	675.04

Payment Instructions:

Your account has a credit card on file and there is no action for you to take. The card you have on file will be charged.