



Schedule of Charges/Commissions on foreign Exchange Business Transactions/Services

(***Effective From 19th December 2019)

Sl. No.	Types of services/Particulars	Rate of Charges/ Commission
IMPORT		
1	L/C opening Commission	
	a) Cash At Sight (Foreign)	Maximum up to 0.40% for each quarter, minimum Tk.1,000/-
	b) Cash At Sight (Local)	
	c) Deferred/Usance (Foreign)	Maximum up to 0.50% for each quarter minimum
	d) Deferred/Usance (Local)	Tk.1,000/-
2	L/C Opening Commission when 100% cash security	
	a) Cash At Sight (Foreign)	i) Maximum up to 0.25% for each quarter minimum Tk.1,000/-
	b) Cash At Sight (Local)	
	c) Deferred/Usance (Foreign)	ii) For MTDR or any other security instrument: @0.40% for each quarter minimum Tk.1,000/-
	d) Deferred/Usance (Local)	
3	Back to Back L/C opening Comm. (Foreign)	Maximum up to 0.40% for each quarter minimum Tk.1,000/-
4	Back to Back L/C opening Comm. (Inland/EPZ)	Maximum up to 0.40% for each quarter minimum Tk.1,000/-
5	LC Transmission (SWIFT)	At actual or minimum Tk 3,000/-
6	FCC (Foreign Correspondent Charge) for all types of Foreign L/Cs including Foreign BB L/C	
	a) If charges are on Beneficiary's A/c	At actual Minimum Tk. 500.00
	b) If charges are on Applicant's A/c	
7	Cost of stationary in L/C opening (LCAF, IMP Form and others)	Tk.500/- plus cost of adhesive stamp.
8	Amendments of L/Cs	
	a) For value increase/Time extension against L/Cs	Tk.750/- plus Commission as per L/C opening rate for value increase plus SWIFT charge at actual minimum Tk.1,500/-
	b) For all amendments other than value increase and time extension	Tk.750/- plus SWIFT charge at actual minimum Tk.1,500/-
9	Cancellation of L/C (Foreign & Local)	
	a) Commission	Nil
	b) Swift/Air mail charges	Tk. 750
	c) Foreign bank charges	At actual
10	Acceptance Commission under deferred payment (Local)	Maximum up to 0.40% for each quarter minimum Tk.1,000/-
11	Acceptance Commission under deferred payment (Foreign)	Maximum up to 0.40% for each quarter minimum Tk.1,000/-
12	SWIFT charges for issuance of acceptance	Tk 500.00/-
13	Third Bank confirmation	
	a) For sight LC on opener's A/C	Foreign bank charges at actual plus @ 0.20%.
	b) For sight L/Cs on beneficiary A/C	
	c) For DP L/Cs including BB LC Up to 180 days of opener's A/C	
	d) LCs over 180 days deferred on Opener's A/C	
e) For DP L/Cs including BB LC Up to 180 days on beneficiary's A/C		
14	Payment of Documents Charges for discrepant import documents (Local and Foreign)	
	a) For documents value up to USD 10,000/-	USD 50 .00
	b) For documents value above USD10,000/-	USD 100.00
15	Overseas Banks	
	Reimbursement/Negotiation charges (If charges are on Application's A/C)	Foreign Bank charges at actual + our charges \$20.00

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16	Settlement of L/C payment through Payment Instruction/Reimbursement Authority/Payment Intimation	Tk.1,000/- per instance
17	Charges for Inward Documentary Collection without LC (Applicable for DP/Import against LCAF)	@ 0.25% minimum Tk.1,500/- plus SWIFT charge at actual minimum Tk.3,000/- for intimation of maturity etc.
18	Payment charges against inward collection documents without L/C	
	a) For documents value up to USD5,000/-	USD15/- to be realized from Bill value plus swift charge at actual
	b) For documents value above USD 5,000/-	USD 30/- to be realized from Bill value. plus swift charge at actual
19	Charges on issuance of shipping indemnity/guarantee for release of consignment against our LCs	Tk 1,000/- per instance
20	Charges on Certification of documents of import bills and related documents for the purpose of customs assessment	Tk 500/- per instance
21	Document Retirement Charge On Post Import Facility	i) Import LC other than Back to Back LC on Cash payment: Tk 1,000.00 ii) post import facility: @0.25% minimum Tk. 500 maximum Tk. 5,000.00
22	Issuance of Back to Back L/C Certificate	Tk. 500/- per instance
23	Collection of supplier's credit report	At actual cost plus Tk 500/-
24	Issuance of Import performance Certificate	Tk.500/- per instance
25	All other charges not mentioned above in connection with Import	At actual Minimum Tk.500/-
EXPORT		
26	Advising of L/Cs	Tk.750/- flat
	a) Local/Foreign	
	b) Re-advising/2nd advising	
	c) Advising of Pre-Advice LC	
	d) Short Form/Pre-advice	
27	Advising of L/Cs Amendments (Local/Foreign)	Tk.750/- Per Amendment
28	Transfer of L/Cs (Local/Foreign)	Tk.750/- flat
29	Adding confirmation to Foreign Bank L/Cs	@ 0.20% per quarter
30	Foreign Documentary Collection/ Negotiation under export LC/ Contract	0.15% (Tk 500 if there is exchange gain)
31	Collection of Local Export bills in Foreign Currency	@ 0.15% minimum Tk.500/-
32	Collection of Local Export bills in Local Currency	@ 0.05% minimum Tk.2,000/-
33	Mailing Export Documents	Foreign at actual minimum Tk.3,000/-
		Local: at actual minimum Tk.300/-
34	For Claiming reimbursement against export bills	At actual
	a) By Mail	
	b) By SWIFT	Tk 500 per instance
35	Service Charge on Export Credit	0.75% per quarter
36	Export Transaction:	
	a) Issuance of PRC	Tk.500/- per certificate
	b) Back to Bank LC Certificate	Tk.500/- per certificate
	c) Issuance of C&F Certificate	Tk.500/- per certificate
	d) Issuance /correction of EXP	Tk.200/- per instance
	e) Cancellation of EXP	Tk.200/- per instance
	f) Lost of EXP under the custody client	Tk. 200/- per instance
	g) Export Performance certificate	Tk.500/- per certificate
	h) For other purpose	Tk.200/- per certificate
37	Handling fees for processing per file against cash incentive	Up to Tk.3.00 Lac : Tk.3,000/-, Above Tk.3.00 Lac : Tk.5,000/-

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38	Service Charge for EDF file processing (each file/bill)	Tk 2,000/- per instance
Foreign remittance & Misc.		
39	a) Issuance FDD /FTT drawn on Nostro A/C	Service Charge Tk. 500/- Plus SWIFT Charges Tk 1000/-
	b) Issuance FC draft drawn on Bangladesh Bank clearing	@0.10% minimum USD 5/- Max USD 50/- per FDD
	c) Issuance of Counter draft at the request of local bank	USD 5 per FDD from the remitted fund
	d) Issuance of duplicate FDD (Commission)	Tk.500/-
	SWIFT charge per message	Tk 500 per instance
	Foreign Bank Charges	At actual minimum Tk 500.00
	e) Cancellation of FDD/TT/MT (cancellation fee)	Tk.300/-plus postage/swift charge at actual
	SWIFT charge per message	Tk 500 per instance
	Foreign Bank Charges	At actual minimum Tk 500.00
	f) Sale of FC in Cash	Endorsement fee per passport Tk.500/-
	g) Collection of refund warrant	Tk. 200/- per instance
	h) Commission against purchase of Foreign Bank Draft (** Bank reserves the right to provide the service based on correspondent bank arrangement/decision.)	Tk.0.25 per USD
		Tk.0.40 per EURO
		Tk.0.50 per GBP
		All other currencies at USD rate
		Mailing Charge at actual minimum Tk.500/-
	i) Inward Remittance by FTT/ FDD(Other than Wage earner)	Tk 300/-
	j) Collection of proceeds from local banks for any draft in FC which is not primarily collected through clearing	Tk.200/- per instrument
	k) Collection of Foreign currency draft from abroad (** Bank reserves the right to provide the service based on correspondent bank arrangement/decision.)	Commission @ 0.15% minimum Tk.500/-, Mailing Charge at actual minimum Tk.500, Foreign Bank Charges at actual.
	l) Processing of application of remittance of profit/dividend	Tk.500/-
m) Opening of Student File in FC.	Tk. 4,000/-	
i) for subsequent transaction	Tk. 500/- plus swift charge Tk 500.00	
ii) Issuance of NOC for study and other purpose	Tk. 500/-	
n) FC account closing charge	Tk. 200/-	
o) Bank Guarantee/Bid Bond/Standby LC:		
i) Issuance of BG/Bid Bond/PG/Standby LC against counter guarantee of foreign correspondent (Inward)	1st quarter @ 0.50% subsequent quarter @ 0.25%, minimum US\$ 150.00.	
ii) Issuance of BG/Bid Bond/PG/Standby LC at the request of customer (Outward)	0.50% per quarter, minimum Tk.1,000/- plus SWIFT charge at actual	
iii) Advising of Guarantee to the beneficiary in original without engagement of bank.	Tk. 500/-	
P) Charges on processing documents of money changer for submission to Bangladesh Bank	Tk. 2,000/-	
Q) Issuance of Lien Confirmation Certificate on FC Balance, Encashment Certificate, FC Balance Certificate/ Others	Tk.500/-	

N.B : 1. Above charges/Fees/Commission/Rates are excluding of Govt. Duty/Tax/Vat. If applicable they shall be recovered from customers in addition to charges/fees/commission/Rates.

2. Banks reserves the right to amend the terms,conditions & rates stated in the schedule without prior notice.