

General Terms & Conditions - April 2019

1. Collections

Inward Bills/Outward Bills	
Type	Commission
Clean Collections/Bills	0.10% Min USD 25
Documentary Collections	0.15% Min USD 35
Items returned unpaid (outward/Inward)	Same as above
Cheques (after final payment)	
Cheques for collection to be credited to an account maintained with us	0.10% Min USD 20 Max USD 75
Cheques for collection where proceeds are to be transferred to other Banks in Cyprus or abroad	0.10% Min USD 25 MAX USD 100

2. Bills

Type	Commission
Direct Discountable Bills	1.5‰ Plus USD 1/Bill
Discount of Avalized Draft	1‰ Plus USD 1/Bill
Bills in Guarantee (in favor of Bank of Beirut)	Free

3. Documentary Credits

Type	Commission
Issuance - Import	MIN 0.30% per Quarter, MIN USD 50
Pre-advising - Export	USD 25 Flat
Advising without adding our confirmation - Export	0.10% MIN USD 50 per Quarter
Advising with adding our confirmation - Export	MIN 0.30% per Quarter MIN USD 50
Acceptance Commission (Import - Export)	2% per Annum Days MIN USD 50
Amendments (excl. increase or extension)-Import - export	USD 25 Flat
Payment of Negotiation - Export	MIN 0.10% MIN USD 25
Discrepancy Fee - Import & Export	USD 75 per set of Documents
Letter of Credit Cancellation- Import & Export	USD 35 Flat
Transferring a letter of Credit - Export	0.25% per quarter, MIN USD 50
Reimbursement Charges - Export	USD 100 per each drawing

4. Placing Goods in Warehouse & Release

Type	Commission
Placing	USD 50 for each deposit + agent charges
Releasing	USD 25 for each release + agent charges
Visiting	Charge for each visit to warehouse(in Cyprus) for stock control USD 50

5. Guarantees & Standby Letters of Credit

Type	Commission
Establishing a Letter of Guarantee or SBLC	0.50% MIN USD 50 per Quarter
Issuance of a Letter of Guarantee or SBLC against another Bank's counter guarantee or SBLC	Subject to special arrangement with issuing banks or same as above
Passing forward an issuing Bank's Guarantee or SBLC without our confirmation	USD 35 Flat
Amendments (excluding increase or extension)	USD 25 Flat
Indemnities to Shipping companies (for missing Bills of Lading)	USD 50 per Quarter

6. Accounts

Type	Commission
Current	Nonbearing Interest
Time Deposit	Minimum Deposit Bearing Interest USD 5,000 or equivalent

7. Clean Payment Orders & Transfers

By Swift in Foreign Currencies Except Euro - Payment Orders and Transfers Sent	
Type	Commission
When transfer is made to an account with another Bank	0.10% MIN USD 5, MAX USD 100
When transfer is made to our customer's account with one of our branches	Free
When transfer is made to account with one of our branches	0.05% MIN USD 5, MAX USD 100

Amendment or cancellation	USD 20
Charges OUR	For USD payments MIN USD 15 For GBP payments: < 5,000 MIN C/V EUR 20 >50,000 MIN C/V EUR 25
By Swift in Foreign Currencies Except Euro- Payment Orders and Transfers Received	
Payment orders in favor of Account with us	USD 5 Flat (according to currency received)
Payment orders in favor of a third party account with another bank	0.10% MIN USD 5, MAX USD 100
Transfer by Swift in Euro	
Type	Commission
Transfer by Swift in Euro	0.10% MIN EUR 5, MAX EUR 100 for same day value additional 0.05% MIN EUR 20, MAX EUR 150
If beneficiary IBAN is missing	EUR 20
Charges OUR- EU countries	<12,500 EUR 17 12,500-50,000 EUR 35 >50,000 EUR 50
Charges OUR- Outside EU	<50,000 EUR 50 >50,000 EUR 70

8. Credit Card Services

Transfer by Swift in Euro	
Type	Commission
Regular	USD 60
Regular Extra	USD 75
Gold	USD 95
Gold Extra	USD 110
VIP	USD 123
VIP Extra	USD 130
Plus Photo on cards	USD 5
IAPA card	USD 15
Visa Card	
Type	Commission
Platinum	USD 375
Platinum Extra	USD 400
IAPA card	Free

9. Other Account Services

Type	Commission
Statement (By Request)	USD 3 per statement for current year USD 10 per statement for previous year
Audit Confirmation Report	EUR 50 for Banks USD 50 for Customers
Issuance of Banker Drafts	USD 10 per draft
Cheque Stop Payment	On Customer account USD 10 On Correspondent Banks USD 25 + Correspondent Charges
Foreign Exchange	Subject to special arrangements
Credit Information Report	USD 50
Standard Cheque Book	USD 25
Legal Documentation for Credit Facilities	MIN Charges USD 30, MAX charges USD 150
Arrangement fees at the time of granting a Commercial File below USD 250,000	New File 350 Renewal USD 200
Arrangement fees at the time of granting a Commercial File over USD 250,000	New File USD 500 Renewal USD 350
Arrangement fees at the time of granting a Personal File below USD 5,000	USD 75
Arrangement fees at the time of granting a Personal File over USD 5,000	USD 100
Penalty on excess overdraft, current accounts and past due installments	2% p.a.
Statement Charges for Current & Checking Accounts	USD 2 per month

10. Communication Services

Type	Commission
Special Courier	Subject to International Tariffs, MIN USD 55
Postages	Subject to International Tariffs, MIN USD 5 for local, MIN USD 10 for international
Hold Mail	USD 50 p.a.
Swift/Telex	USD 35 for international per message USD 75 for L/C issuance