

FOREX				
S No	Particulars	Charges		
1. EXPORT				
1.1.	Bill Purchased / Discounted / Negotiated/ Collection / Consignment Exports / Advance Payment Basis (including Export to Warehouse, Merchanting Trade, Deemed Export, Service or Software Export, Regular Export etc.)	BILL AMOUNT		CHARGES
		(In Foreign Currency / In Rupee Export equivalent to USD)		
		Up to USD 25000	₹500/- per Bill	
		Above USD 25000	₹1000/- per Bill	
		Note: The above rates shall be applicable for maximum up to 5 Shipping Bills. For over and above 5 shipping bills, ₹100 per shipping bill will be charged in addition to above charges.		
1.2.	Forwarding Export Documents to Another Bank Due to Reasons such as LC Being Restricted to later or the LC has been Confirmed by that Bank	₹1500/- flat per Bill plus out of pocket expenses, if any on actual basis.		
1.3.	Where the Reimbursement under a Letter of Credit is Claimed by Bank with Another Authorized Dealer in India	₹ 1000/- per claim		
1.4.	For Joining Customer's Guarantees and Giving Guarantees and For Giving Guarantees / Indemnities on Behalf of Customers to Other Banks in India in Respect of Discrepancies, etc. in Documents Negotiated Under L/C	0.20% of the bill amount with a min of ₹1000/- per bill plus out of pocket expenses, if any on actual basis. Maximum ₹10000/-		
1.5.	In case of Each Overdue Export Bill, Where Proceeds are not Received in Nostro Account on or Before the Due Dates (Including Deferred Exports)	₹250/- per bill per month (To be recovered from due date on upfront basis)		
1.6.	Certificates / Attestation Charges in Respect of Export Transactions (Not Specified Elsewhere)	Per certificate/ Invoice)		
		Issuance of Certificate	₹200/-	
		Attestation of any document including invoices	₹100/-	
Handling of Export Letter of Credit				
1.7.	Advising Charges	₹1000/- per LC for our bank's customer ₹2000/- per LC for other bank's customer		
1.8.	Amendment charges on Advised Export LC	₹500/- per amendment for our customers, ₹1000/- for other bank's customers		

1.9.	Confirmation/Commitment charges on Advised Export LC	Charges to be decided by IBD-HO on case to case basis	
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S No	Particulars	Charges	
1.10.	Acceptance commission for accepting usance drafts to be Drawn on or accepted by banks in India.	0.15% p.m. with Min. of ₹ 1500/-	
1.11.	Foreign Bank Charges (For LC Advising/Amendment where charges are to be recovered from foreign bank)	US\$ 75 per LC	
1.12.	Transfer of Advised Export LC	₹ 1000/- for each transfer	
OTHER MISC. CHARGES ON EXPORT BILL			
1.13.	Approvals		
		Particulars	Charges
		• Write-off of Export Bil (per bill)	₹1500/-
		• Specific Approval of Foreign Banks (per reference)	₹1500/-
		• Approval of opening/hiring of Warehouse (per approval) • Renewal of opening/hiring of Warehouse (per renewal)	₹2000/- ₹1000/-
		• Processing Charges of application sent to RBI for approval of exports of goods on Lease/Hire (Per application)	₹3000/-
1.14.	EDF		
		Particulars	Charges
		EDF approval for : • Trade fair/Exhibition participation (Per approval) • Re-import of exported goods (Per approval)	₹1000/-
		EDF waiver certificate issuance charges (per EDF)	₹500/-
1.15.	Non Submission Charges		
		Particulars	Charges
		• Follow up with exporter in case of documents not submitted when advance payment already credited to exporters (per o/s payment per qtr.) (Shall be levied on transactions initiated on or after 1st March, 2014) • Regularization charges of Late submission of documents to AD branch as prescribed by RBI (Per Bill) Submission of Export documents after 21 days from the date of Shipment will be treated as late submission.	₹500/-

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S No	Particulars	Charges	
1.16	Other Charges on Export Bill	Particulars	Charges
		Export Bills returned unpaid*	₹500/-
		Delinking Charges (per Bill)	
		<u>Extension of Due Date of Bill</u> * • Under AD Power • Under RBI Power	₹500/- ₹1000/-
		NOC for discounting with other bank (per NOC)	₹1000/-
		Commission on Export set off against Import payment	As applicable to export & import leg of transaction
		*(Per returning plus out of pocket expenses, if any on actual basis)	
		Remittances charges on advance receipt for exports (part or full) (advance remittance charges)	At the time of part / full receipt and credit to customers account: Advance receipt Flat ₹500/-
		2. IM PORTS	
2.1.	Import Letter of Credit/ Revolving Letter of Credit /Letter of Credit Covering Imports of Goods on Deferred Terms	Charges are inclusive of Commitment Fees and Usance charges)	
		Amount	Charges (Min. ₹1200/- per LC)
		a) Up to ₹5 Cr.	0.15% per month
		b) Above₹5 Cr. to ₹25 Cr.	50%* of charges at S. No. a) (On incremental value)
		c) Above₹25 Cr.	25%* of charges at S. No. a) (On incremental value)
		d) LC established against 100% cash deposit as Security	25% of Normal charges mentioned at S. No. a), b) and c) However the deposit must be at Card rate.
		*For individual Transactions, concession is to be extended on the incremental value. <u>Note:</u> The period is to be calculated from the date of opening LC to the last date o its validity + usance period of bill and part of a month should be construed as a completed month. For sight LC, validity of LC+1 month <u>For example</u> , If a LC of ₹30 Crore is to be opened, normal commission up t o ₹5 Crore plus one half of the normal commission for ₹20 Crore plus one fourt h of normal commission on balance ₹5 Crore.	
2.2.	Amendment in Import Letter of Credit	Extension of validity period/Change in Usance Period	As per Para 2.1
		Enhancement in value of LC	
		Any other amendment (Per Reference)	₹ 1200/- Flat
		Revival of expired LCs	
		Any revival or reinstatement of an expired LC shall be at the option of the bank but within 1 month from the date of expiry and shall be subject to recovery of normal charges (as mentioned at Para 2.1) from the date of expiry up to the validity period of the revived letter of credit.	

FOREX		
S No	Particulars	Charges
2.3.	Commission on Import Bills - <u>Under L/C</u>	
a)	FCY bills at the time of crystallization or retirement whichever is earlier.	0.10% per Bill Min. : ₹ 1500/- Max.: ₹15000/-
b)	FCY import bills received under LC where no Exchange benefit accrues to the Bank.	0.15% per Bill Min. : ₹ 1500/- Max.: ₹25000/-
c)	If bills are not retired within 5 Banking days from the date of receipt of bills in case of demand bills and on the due date in case of usance bills.	Flat ₹500/- per default. (including Interest claimed by foreign bank if any)
d)	Discrepancy charges in case of non-confirming documents under LC to be mentioned at the time of LC opening.	• USD/EUR/GBP -100/ • JPY - 10000/- • For other currencies be recovered from LC negotiating bank / beneficiary)
2.4.	Commission On Import Bills – <u>Not Under L/C</u>	
a)	On each bill drawn in FCY received by the bank, on which the bank earns exchange benefit.	0.10% Min.: ₹ 1500/- Max. : ₹ 15000/-
b)	On each bill drawn in INR or each bill drawn in FCY on which bank does not earn exchange benefit.	0.15% Min.: ₹ 1500/- Max. : ₹ 20000/-
c)	Import documents covering project imports under Inter- Govt. Aid Scheme and Schemes (including projects those financed by International Agencies like World Bank, IMF, ADB etc.) where no LC is opened.	0.15% Min. : ₹ 1500/- Max. : ₹ 20000/- plus out of pocket expenses, if any on actual basis.
d)	For Foreign Currency import bill required to be forwarded to another bank required for remitting proceeds to the remitting bank abroad.	Handling charges of ₹2000/- per bill plus out of pocket expenses, if any on actual basis.
e)	Countersigning / Co-acceptance / Availisation of Import Bills	0.10% p.m. for the tenor of bills subject to a minimum of 0.25%
f)	Custody charges for overdue import bills (To be charged on upfront basis)	₹ 150/- per month or part thereof for each bill, if the bill is not paid within 10 days from the due date / date of presentation.
g)	Returning Charges of Import Bills	₹1000/ plus amount claimed by foreign bank plus out of pocket expenses, if any on actual basis.
h)	Follow-up of Pending Bill of Entry/Evidence of Import	₹200/- per bill per month to be charged on upfront basis. <u>Note:</u> Submission of Bill of Entry shall be considered as pending if the Bill of Entry is not submitted within 90 days from the date of Remittance.

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2.5.	Other Misc. Charges		
a)	Obtaining opinion/credit report of overseas buyer/seller for our Importer/Exporter from Credit Rating Agencies	Actual paid to outside agency plus out of pocket expenses	
b)	Obtaining opinion/credit report of overseas buyer/seller for our Importer/Exporter from Foreign Banks	Actual paid to Foreign Bank plus Swift Charges + processing charges ₹500/-	
c)	Providing opinion report to foreign Banks on our customers	USD 100 per opinion report to Foreign Bank	
d)	Release order for import, pending receipt of Airway documents	₹1500/- for each release order.	
e)	Remittances charges on advance payment for imports (par or full) (Advance remittance charges)	As per Serial Number a) & b) of Para 2.4	
3. FOREIGN BANK GUARANTEES			
3.1.	Guarantees for Clearance of Goods Pending Production of Bill of Lading		
		Relating to imports under LCs opened by the guarantor banks themselves.	0.05% per month Minimum of ₹1500/- per guarantee
		In all other cases (where no LC has been issued)	0.30% for 3 months at the time of Issuance of guarantee. If the guarantee continues beyond 3 months, an additional commission of 0.20% per month or part thereof, as long as the guarantee is active.
3.2.	EXPORT PERFORMANCE GUARANTEE		
a)	FOR PROJECT EXPORTS: Which include Bid Bond/ Bond for Earnest Money/ Guarantee for Advance Payment made by Foreign Buyers to Indian Exporters or Contractors/Export Performance		
		A. Guarantees covered by ECGC Counter Guarantee	
		• To the extent of 75%	0.125% per quarter and part thereof
		• To the extent of 90%	0.12% per quarter and part thereof (Minimum ₹1500/- + ECGC premium per guarantee)
		B. Guarantees covered by Government of India Counter Guarantee	
		25% of the normal charges on the amount covered by GOI Counter Guarantee Normal charges on guarantee amount not covered by counter guarantee.	
		C. Guarantees covered by 100% Cash Deposit	
		25% of the normal charges	
		D. Guarantees not covered by cash deposits or ECGC/GoI Counter Guarantees	
		0.30% per quarter and part thereof minimum ₹ 1500/-	

b)	OTHER THAN PROJECT EXPORTS: Which include Bid Bond/ Export Obligations in Terms of Import Trade Control Regulations/ Export Performance Guarantee/ Bid Bonds Connected with Deemed Exports	0.30% per quarter and part thereof minimum ₹ 1500/-. 50% of the normal charges if backed by ECGC Counter Guarantee 25% of the normal charges if backed by 100% GOI Counter Guarantee / Cash deposit (In case of early redemption, 50% of commission for the unexpired period i.e. from the date of redemption to expiry date shall be refunded)	
3.3.	Deferred Payment Guarantees Covering Imports of Goods into India/ Repayment of Foreign Currency Loans	0.50% per quarter or part thereof for the specified period of liability calculated on the amount of liability under such guarantee at beginning of every quarter with a minimum of ₹1500/-. Minimum charges for a quarter to be charged	
3.4.	Extension of Validity Period/ Enhancement in Value of Guarantee	Extension of validity period	As per Para 3.2 &3.3
		Enhancement in value	
3.5.	Foreign Standby Letter of Credit	• SBLC Issuance charges • Extension of periods, change of tenor from sight to usance and/ or Enhancement of SBLC amount for which charges have not been recovered.	0.30% p.m. or part thereof min. of ₹1500/- plus out of pocket expenses, if any on actual basis.
		SBLC amendment charges (Other than amendment in amount and periods)	₹1200/- plus out of pocket expenses, if any on actual basis.
		Foreign SBLC established against 100% cash margin	25% of the applicable charges. However the deposit must be at Card rate.
3.6.	All Other Guarantees Not Specified Elsewhere	FBG	0.30% per month
		PBG	0.15% per month
		Subject to Minimum ₹1500/- per guarantee.	
3.7.	Bank Charges for Issuance of Bank Guarantees for the Purpose of Availing Trade Credits From Overseas Branches of Our Bank	Internal Rating	Charges
		‘A4’ & above	0.35% per quarter or part thereof with a min. of ₹1500/- per Bank Guarantee
		‘B1’ & below	0.45% per quarter or part thereof with a min. of ₹1500/- per Bank Guarantee
4. M ERCHANTING TRADE			
4.1.	Commission on processing of Import and Export Leg of documents	Commission as applicable to export & import leg of transaction.	

5. REMITTANCES

5.1.	Inward Remittances (Other than Exports)	Encashment of TTs / purchase of MTs / DDs in respect of which cover has been received in NOSTRO Account:			
		NRE A/C		Commission not to be charged if proceeds deposited to NRE accounts maintained in our bank otherwise normal commission to be charged.	
		Inward Remittances			
		Up to ₹10 Lakh		₹100/- Flat	
		Above ₹10 Lakh		₹250/- Flat	
		Where the inward remittance has to be paid in foreign currency by way of a Demand Draft/ Mail Transfer/Payment Order/ Telegraphic Transfer		0.10% (Min ₹500/- per transaction and Max ₹5000/-) + Swift Charges	
		Inward remittances and FDBC credited to EEFC accounts.		₹500/- Flat	
		FOBC cheque to EEFC		(0.25% with a Min. of ₹500 and Max of ₹ 5000)+ out of pocket expenses + Swift Charges	
		E-FIRC Issuance Charges		₹500/- Flat	
		FIC issued on Security Paper or Letter Head of Bank		₹250/- per Certificate	
		Commission on Clean Instruments Sent for Collection Abroad			
		Up to ₹5 Lakh		₹100/- Flat	
		Above ₹5 Lakh		0.10% of the amount (Max.₹5000/-) (Including cost of FIRC/ Courier Charges/ Post)	
		Returning of clean instruments sent for collection abroad		₹ 500+ out of pocket expenses on actual basis	
		Foreign currency instruments sent for collection in India		As applicable to inland transactions	
		Foreign Currency-Notes		Up to ₹1 Lakh	₹100/- Flat
				Above ₹1 Lakh	0.10% of the amount (Max. ₹5000/-)
5.2.	OUTWARD REMITTANCES (Other than Imports)	A. Where the outward remittance has to be made in foreign currency by way of a Demand Draft/Mail Transfer/Payment Order/Telegraphic Transfer/Swift			
		Individual	• Up to ₹20000/ - ₹500/- + SWIFT Charges • Above ₹20000/ - ₹1000/- + SWIFT Charges		
		Others	Up to USD 50000 (equiv)		₹ 500
			Above USD 50000 to USD 1 Lac (equiv)		₹ 1000
			Above USD 1 Lac to USD 1 Mio (equiv)		₹ 5000
			Above USD 1 Mio to USD 5 Mio (equiv)		₹ 10000
			Above USD 5 Mio to USD 10 Mio (equiv)		₹ 15000
Above USD 10 Mio (equiv)			₹ 25000		
		+ SWIFT Charges			
NRE/ FCNR		Free			

		B. Outward remittances to the debit of EEFC accounts/ Commission in lieu of Exchange													
		EEFC to CA, EEFC to PCFC, EEFC to FCBRD	₹ 100 flat												
		In case of FCYDD (issue) from EEFC and FCY-TT (issue) from EEFC	<table><tr><td>Up to USD 50000 (equiv)</td><td>₹ 500</td></tr><tr><td>Above USD 50000 to USD 1 Lac (equiv)</td><td>₹ 1000</td></tr><tr><td>Above USD 1 Lac to USD 1 Mio (equiv)</td><td>₹ 5000</td></tr><tr><td>Above USD 1 Mio to USD 5 Mio (equiv)</td><td>₹ 10000</td></tr><tr><td>Above USD 5 Mio to USD 10 Mio (equiv)</td><td>₹ 15000</td></tr><tr><td>Above USD 10 Mio (equiv)</td><td>₹ 25000</td></tr></table> + SWIFT Charges	Up to USD 50000 (equiv)	₹ 500	Above USD 50000 to USD 1 Lac (equiv)	₹ 1000	Above USD 1 Lac to USD 1 Mio (equiv)	₹ 5000	Above USD 1 Mio to USD 5 Mio (equiv)	₹ 10000	Above USD 5 Mio to USD 10 Mio (equiv)	₹ 15000	Above USD 10 Mio (equiv)	₹ 25000
Up to USD 50000 (equiv)	₹ 500														
Above USD 50000 to USD 1 Lac (equiv)	₹ 1000														
Above USD 1 Lac to USD 1 Mio (equiv)	₹ 5000														
Above USD 1 Mio to USD 5 Mio (equiv)	₹ 10000														
Above USD 5 Mio to USD 10 Mio (equiv)	₹ 15000														
Above USD 10 Mio (equiv)	₹ 25000														
6. FORWARD CONTRACTS															
6.1.	Forward Contracts	For booking of sale & purchase contracts	₹ 750/-per sale/purchase contract												
		For each request for early delivery/cancellation	₹ 750/-plus Swap Cost+Interest @ 1 Year MCLR/ RBLR +3%onoutlayof funds												
7. CHARGES ON CAPITAL ACCOUNT TRANSACTIONS															
7.1.	Foreign Investment	Direct	Call of KYC from Foreign remitting Bank (if not received with remittance)												
			₹5000/- per proposal.												
			Submission of FCGPR i.e. on issuance of shares												
			₹10000/- if remittance received in other bank.												
			Reporting of ESOPs												
			₹2000/-												
			Reporting of FII/NRI investments under Portfolio Investment Scheme (PIS)												
			₹2000/-												
			Buyback of FCCB under automatic/approved route												
			₹2000/-												
			FCTRS and other forms in FIRMS												
			₹5000/- per proposal. ₹10000/- if remittance received in other bank. In case reporting amount is up to USD 1000 (or equivalent in any other currency) Max. ₹1000												

7.2.	OVERSEAS DIRECT INVESTMENT (by Resident in Joint Venture/Wholly Owned Subsidiary aboard-Scrutiny/Filing)	Fresh permission of Remittance/ ODI Processing Charges	₹10000 per proposal	
		First reporting to RBI On - line - i.e. creation of UIN	₹20000 per proposal [wherever bank has not earned exchange income (if applicable)]	
		Transfer of existing URN/LRN	₹15000/-	
		Submission of Closure / dissolution of WOS /JV	₹5000/-	
		Subsequent reporting of remittances under Part II eq ity/ guarantee etc.	₹2000/-	
		Updating of APR	₹2000/-	
		Any other reporting	₹1000/-	
		7.3.	External Commercial Borrowing (ECB)	
Processing of application and Form 83 under approved route or for onward submission to RBI for Approval.	₹10000/- per application			
Prepayment of ECB	0.25% (Min ₹500/- Max. ₹25000/-) + Swift Charges			
ECB 2 - Monthly filing to RBI	₹500/- per filing			
Any change or modification in existing ECB under the delegated powers of the AD Branch.	₹500/- per change			
7.4.	Liaison Office/Branch Office Of Foreign Entity In India(Set Up Of LO/BO)	Fresh request for setting up of LO/BO in India	₹5000/- per proposal	
		Subsequent change/extension/ amendment in terms &conditions / Closure	₹2500/-	
		Any other correspondence/ reporting to RBI (like annual activity report etc.)		
7.5.	Project Exports Application For Processing By Bank/RBI			
		Project Exports Application for processing by Bank/RBI	₹25000/-	
		Any Subsequent reporting/ correspondence on delay /condoning/ compounding/creation of Database of company/Subsequent KYC or other document submissions/Submission of supplementary documents to RBI.	₹250/-per submission	
		Change In Authorize Dealer		
		Acceptance in Change in AD from other Bank to Ours	₹500/-	
		Issuance of NOC for shifting AD to other Bank	₹750/-	
Note f or Para 7:				
i. In case of delayed reporting of capital account transactions, additional 25% of normal schedule of charges shall be levied wi th Min. of ₹ 1000/-				
ii. For all capital account transaction stated above, 150% of the normal charges shall be applicable if the request received is u nder Approval Route.				
iii. Foreign Bank / Correspondent charges and out of pocket expenses (if any) shall be charged separately.				
8. OTHER CHARGES				
8.1	Swift Charges	For LC/BG	₹1500/-	
		Other message	₹500/-	
		MT 940 to be sent on behalf of account holder to foreign banks (out of India)	₹100/-per message	

8.2.	Other Charges	Processing charges for any other application to RBI not specified anywhere	₹500/-
		Attestation Charges for application of Importer/Exporter Code	
		Postage charges	Actual out of pocket expenses

GENERAL GUIDELINES I INSTRUCTIONS FOR RECOVERY OF CHARGES

- i. Charges mentioned in the chart are mandatory and shall be recovered in accordance with the prescribed scale laid down. No deviation is permissible unless approved by the competent authority as mentioned hereunder in the note.
- ii. Charges shall be recovered upfront, unless as specified in the chart itself for recovery of commission back ended or in instalments.
- iii. The branches shall not refund the commission collected by them on letter of credit, guarantees and other forex transactions, unless otherwise provided in the schedule or approved by competent authority.
- iv. Out of pocket expenses, such as correspondent Bank charges, postage, courier, communication charges/SWIFT charges including expenses incurred to secure the bank's and customer's interest etc., shall be recovered from customers in respect of all foreign exchange transactions, in actual.
- v. Stamp duty under Indian Stamp Act or Stamp Act of various states on forex transactions, wherever applicable, shall be borne by the customer.
- vi. Besides the scales of charges, prescribed in the schedule, interest on outlay of fund shall be recovered from the customers on all Foreign Exchange transactions, wherever applicable.
- vii. The schedule of charges as per schedule shall also be applicable for transactions undertaken on behalf of overseas banks/ parties. viii. Forex transactions on account of staff members / retired staff members for personal purpose only may be allowed free of charges.
- ix. For calculation of commission quarter means '90 days' and month means '30 days'.
- x. In case of inward remittance, for credit to NRE/NRO/FCNR and FCRA accounts, no commission should be charged.
- xi. Special attention has been given on the foreign remittances made out of education loan for studies abroad. A NIL charges have been approved for such remittances to market education loan from our bank.

Fixation of Rate of Interest

- a) Rate of Interest on outlay of funds –Bank has to recover interest on outlay of funds in case of substitution / change in tenor of bills, early delivery under Forward Exchange Contract etc. The interest to be recovered has to be at MCLR (One Year) + 3%.
- b) Rate of Interest on inflow of funds – Swap in connection with the early delivery cancellation of a forward exchange contract may sometime result into inflow of funds and the Bank at its discretion may pay interest to the customer at an appropriate rate applicable for Term Deposits for the period for which, the funds remain with the Bank at a simple rate.

As we are collecting interest in every case, where outlay of funds is involved, the Bank should pay interest on inflow of funds at appropriate rates at simple interest applicable for Term Deposits for the period for which, the funds remain with the Bank.

- c) Commercial & Penal rate of interest for Import Credit– The Bank is to recover interest at commercial rate of interest as applicable on domestic advances from the date of Debit in Nostro Account till the date of Crystallization / Retirement of Bill whichever is earlier in respect of Bills under Import Letter of Credit opened by the Bank. Further from the Date of crystallization, up to date of retirement, the Bank must recover penal interest. In such cases, Bank shall recover at MCLR (One Year) + 7% p.a.
- xii. Charges mentioned under the respective heads do not convey any approval of transaction. Field functionaries are advised to take approval wherever required in terms of extent Bank/RBI/FEMA/ any other guidelines. xiii. CONCESSIONS: As per discretionary power vested with various Sanctioning Authorities.