

**NOTICE!**

**ATTENTION CUSTOMERS**

Service Charges in respect of certain Forex related services/transactions are revised & a new charge is introduced with effect from 01/05/2022 as under:

**A. REVISED FOREX SERVICE CHARGES**

S.No	Particulars	Existing Charges	Revised Charges
1	If the export bills are sent to another AD in India (due to AD in India (due to reasons such as LC is restricted to latter or LC is confirmed by latter etc.) for negotiation / which has booked the forward contract. (Para 1.a.2.)	Flat rate of Rs. 750/- per bill Where exchange does not accrue to the Bank, Rs. 750/- + 0.150% of the Bill amount as commission in lieu of exchange Min. Rs. 650/- & Max. Rs. 50,001/-. Where Pre-shipment advance has been granted against a letter of credit/export order, 0.15% of the Bill amount shall be collected additionally as commission. Commission in lieu of exchange shall be collected additionally @ 0.15% of the Bill amount (Min Rs.650/- & Max Rs.50001/-)	Flat rate of Rs. 750/- per bill Where exchange does not accrue to the Bank, Rs. 750/- + commission in lieu of exchange as per para 1.c below  Where Pre-shipment advance has been granted against a letter of credit/export order, 0.15% of the Bill amount shall be collected additionally as commission.
2	Export bills purchased/ Negotiated/ Discounted (para 1.a.5)	A. In case export bills purchased/ discounted/ negotiated become overdue i.e. where the proceeds are not received in Nostro account on or before due date, additional commission to be charged, if the proceeds are not received within 30 days from the due date - Rs. 500/- per quarter or part thereof per bill.	A. In case export bills purchased/ discounted/ <u>sent on collection</u> become overdue i.e. where the proceeds are not received in Nostro account on or before due date, additional commission to be charged, if the proceeds are not received within 30 days from the due date - Rs. 500/- per quarter or part thereof per bill.
3	Commission in lieu of exchange (Para 1.c.)	Charges @ 0.15% for Other than Better Rate parties. In respect of parties enjoying Better Rate facilities, applicable spread.  Min Rs.650/- & Max. Rs. 50001/-	Commission in lieu of Exchange at Slab Wise (for Other than Better Rate parties. ) : Upto USD 25000 - 10 Ps per USD, No Min Above USD 25000-50000 - 7 Ps per USD, Min 2500 Above USD 50000-100000 - 6 Ps per USD, Min

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			3500 Above USD 100000 - 4 ps per USD, Min 6000/- & Max 50,000/- Note: Applicable spread in case of better rate parties has to be charged for commission in lieu of exchange.
4	<b>Export letters of Credit (Para 1.d.1 &amp; 1.d.2)</b>	1. Advising LC document: Rs. 1000/- per credit  2. Advising amendment: Rs. 500/- per amendment	i. Advising LC document: Rs. 1000/- per credit for our customers and Rs. 2000/- for other bank customers ii. Advising amendment: Rs. 500/- per amendment for our customer and Rs. 750/- for other bank customers
5	<b>Payment of Import Bills under Letter of Credit- (Para 2C.1.)</b>	i. Foreign Currency import bill received under a LC: Flat charges of Rs.1000/- per Bill Commission in lieu of Exchange at 0.15% or, applicable spread in case of better rate parties. (Min Rs 650/- & Max Rs.50001/-)  ii. In case of Rupee import bill drawn under a LC: 0.25% of the Bill amount, with a minimum of Rs.1000/- & max Rs. 40,000/-.	<b>Foreign currency/Rupee import bill under LC:</b>  Flat charges of Rs.1000/- per Bill  Commission in lieu of Exchange (Where the payment is made from EEFC/FCY account) as per para. 1.c.
6	<b>Payment of Import Bills under Letter of Credit- (Para 2C.2.)</b>	If the import bills are not retired within a period of 10 days from the date of receipt of documents in the case of demand bills or on the due date in the case of usance bills -  Additional 0.15% (as late payment commission), with Minimum of Rs.1000/-.	If the import bills are not retired within a period of 10 days from the date of receipt of documents in the case of demand bills or on the due date in the case of usance bills -  Additional 0.15% p.m or part thereof (as late payment commission), with Minimum of Rs.1000/-.

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7	Payment of Import Bills not under LC (Para 2E.1 & 2.E.2)	<p>i. On each bill drawn in FCY on which the collecting banker earns exchange margin:</p> <p>0.15% of the Bill amount with a Min of Rs.1000/- &amp; Max of Rs.15000/-</p> <p>ii. On each bill drawn either in rupees or in FCY on which the collecting bank does not earn exchange margin:</p> <p>0.15% of the Bill amount with a Min of Rs.1000/- &amp; Max of Rs.15000/-</p>	<p><b>i. On each bill drawn in FCY on which the collecting banker earns exchange margin:</b></p> <p>Bill Amount Up to to USD 25000-Rs 1000 Above USD 25000 - 0.15%, Max Rs 5000</p> <p><b>ii. On each bill drawn either in rupees or in FCY on which the collecting bank does not earn exchange margin i.e. payment is made from EEFC/ FCY Account):</b></p> <p>Commission in lieu of exchange as per para 1.c + commission as applicable to particular transaction.</p>
8	Import documents received directly by importers (Para 2G)	For each direct import bill - 0.15% with minimum of Rs.1000/- & Max Rs 15000/-	For each direct import bill - Bill Amount Up to USD 25000- Rs. 1000/- Above USD 25000-0.15%, Max Rs 5000/-,
9	Where the importer has arranged for fixation of a forward sale contract with a different bank & payment under LC is made through our Bank: (Para 2.H.3.)	0.15% commission in lieu of exchange - (Min Rs.650/- & Max Rs.50001). These charges are in addition to SWAP cost	Commission in lieu of Exchange as per para 1.c
10	Payment of import bills not covered by LC which are settled out of foreign currency loans arranged abroad (Buyers Credit etc.) (Para 2.H.4.b.)	Commission in lieu of exchange @ 0.15% or in respect of parties enjoying better rate facility, applicable spread + commission as applicable to particular transaction Min Rs.1000/- & Max Rs. 15000/-	Commission as applicable to import transaction (not under LC). No commission in lieu of exchange if bill is retired by way of buyer credit arranged against our undertaking. Otherwise, commission in lieu of exchange as per our bank norms is applicable.

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11	Where the inward remittance has to be executed in FC by issuing a DD/MT/TT/Payment order (This is in lieu of exchange and shall be recovered from the beneficiary/beneficiary's bank as the case may be) (Para 3.B)	0.15% shall be recovered from the beneficiary or the beneficiary's Bank, as the case may be (Min Rs.650/- Max Rs.50001/-)  Additional commission as per 3A above to be collected.	Commission in lieu of Exchange as per para 1.c, and  <b>For Individuals:</b> Rs.50/- per transaction upto USD 10000/- or equivalent. NIL for transaction above USD 10000/-  NIL for NRE customers  <b>For other than Individuals:</b> Flat Rs.200/- per payment						
12	Issue of bank certificates on security paper/ letter heads in respect of payment of clean remittances from abroad and/or for encashment of TCs/Foreign Currency notes (viz.FIRC/e-FIRC/e-BRC/BRC) (Para3.D)	<table border="1"> <tr> <td>Issued on security paper</td> <td>Rs. 200/- flat per certificate</td> </tr> <tr> <td>Issued on letter head</td> <td>Rs. 100/- flat per certificate</td> </tr> <tr> <td>For individuals</td> <td>75% of the applicable charges.</td> </tr> </table> <p>For our Bank employees/Retired employees &amp; Foreign National Tourists, these charges are waived.</p>	Issued on security paper	Rs. 200/- flat per certificate	Issued on letter head	Rs. 100/- flat per certificate	For individuals	75% of the applicable charges.	<p><b>Rs. 200/- flat per certificate.</b></p> <p>For our Bank employees/Retired employees &amp; Foreign National Tourists, these charges are waived.</p>
Issued on security paper	Rs. 200/- flat per certificate								
Issued on letter head	Rs. 100/- flat per certificate								
For individuals	75% of the applicable charges.								
13	On all outward remittances (Non Imports) (Para 3.E.1.)	For effecting each clean outward remittance, including FDD - Rs. 500/- flat commission#. # May be waived in following cases :- <ul style="list-style-type: none"> <li>Where the payee is our Bank's employee/retired employee</li> <li>If the proceeds are placed in term deposit for a minimum period of six months</li> </ul>	<p><b>1. Outward remittances by Individuals (Non Imports):</b> For effecting each clean outward remittance, including FDD - Rs.500/- flat commission #.</p> <p># May be waived in following cases :-</p> <ul style="list-style-type: none"> <li>Where the payee is our Bank's employee/retired employee</li> <li>If the proceeds are placed in term deposit for a</li> </ul>						

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		<ul style="list-style-type: none"> <li>If the foreign currency instrument is purchased by the branch</li> </ul>	<p>minimum period of sixmonths - If the foreign currency instrument is purchased by the branch.</p> <p><b>Note:</b> For fund transfer from NRO to NRE account of a customer, service charges same as in case of Outward remittance will apply excluding SWIFT charge.</p> <p><b>2. Outward remittances by other than individuals (Non Imports):</b> For effecting each clean outward remittance, including FDD - Rs.1000/- flat commission</p>
14	In respect of part or full advance remittance against imports (Para 3.E.2)	0.15% of the Bill amount (Minimum Rs.1000/- & Maximum Rs.15000/-) (Even for remittance by issuance of foreign DD)	Bill Amount Up to to USD 25000-Rs 1000 Above USD 25000 - 0.15%, Max Rs 5000
15	Where the outward remittance is effected by debit to EEFC account of the customer (Para 3.G.3.(b))	Flat Rs.500 + Commission in lieu of exchange at 0.15% or, applicable spread in case of better rate parties. (Minimum Rs 650/- & Maximum Rs.50001/-)	<p><b>1.Outward remittances by Individuals (Non Imports):</b> For effecting each clean outward remittance, including FDD - Rs.500/- flat commission + commission in lieu of exchange as per para 1c</p> <p><b>2.Outward remittances by other than individuals (Non Imports):</b> For effecting each clean outward remittance, including FDD - Rs.1000/- flat commission + commission in lieu of exchange as per point 1c</p>

S.No	Particulars	Existing Charges		Revised Charges			
16	Bill of Entry (BOE) follow-up charges (Para 7.b)	Non-submission of bill of entry details - Rs. 500/- per annum.		Non-submission of bill of entry details - Rs. 200/- per quarter to be collected at the time of submission of BOE.			
17	Handling of ODI / FDI applications by Branch (Para 8)	A	ODI New Automatic Route	Rs. 5,000/- if remittance through our Bank & Rs. 10,000/- if remittance through other Bank	A	ODI New Automatic Route	Rs. 10,000/- if remittance through our Bank & Rs. 20,000/- if remittance through other Bank
		B	ODI New Approval Route	Rs.10000/- Remittance should be made through our Bank only	B	ODI New Approval Route	Rs.15000/- Remittance should be made through our Bank only
		C	Part-II subsequent remittances charges per remittance including issue of Guarantee/ SBLC.	Rs. 1000/- if remittance through our Bank, otherwise Rs.2000/-	C	Part-I subsequent remittances charges per remittance including issue of Guarantee/ SBLC/any other subsequent reporting	Rs. 2000/- if remittance through our Bank, otherwise Rs. 4000/-
		D	Part-II subsequent remittances charges per remittance including issue of Guarantee/ SBLC with delay which	Rs. 1000/- if remittance through our Bank, otherwise Rs. 2000/-	D	Part-I subsequent remittances charges per remittance including issue of	Rs. 3000/- if remittance through our Bank, otherwise Rs. 6000/-

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			attributed for delayed submission of papers by Party necessitating correspondence with RBI.		Guarantee/ SBLC/any other subsequent reporting with delay which attributed for delayed submission of papers by Party necessitating correspondence with RBI.
		i	Part-II(i) Reporting of investment/ change in stake in any of the SDS on or before due date.		
		ii	Part-II(ii) Reporting of investment/ change in stake in any of the SDS on or after due date.		
		E.	Part-III Annual Performance Report on or before due date.	Rs. 1000/-	<b>E</b> Part-II Reporting of Annual Performance Report. Within due date- Rs. 2000/- After due date- Rs 3000/-
		F.	Part-III Annual Performance Report after due date necessitating correspondence with RBI.	Rs. 2000/-	<b>G</b> Part-III Reporting of Disinvestment as per schedule i.e. within 30 days from the date of disinvestment Rs. 5000/-
		G	Part-IV Disinvestment as per schedule i.e. within 30 days from the date of Board Resolution	Rs. 5000/-	
		H	Part-IV Disinvestment with delay beyond 30	Rs. 8000/-	<b>H</b> Part-III Reporting of Disinvestment with delay beyond 30 days from the date of disinvestment necessitating correspondence with RBI Rs. 10000/-

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			days from the date of Board Resolution necessitating correspondence with RBI	
18	Opening/ Renewal of Branch Office/Liaison Office/Project Office in India(Para 9.A)	2500/- each for following activities	undertaking	3500/- each for undertaking following activities
		<ul style="list-style-type: none"> <li>Forwarding FNC submitted by foreign entity to RBI</li> <li>Scrutiny of each Annual Activity Certificate</li> <li>Extension of validity period of Liaison Office</li> <li>Closure of Branch/Liaison Office</li> </ul>		<ul style="list-style-type: none"> <li>Forwarding FNC submitted by foreign entity to RBI</li> <li>Scrutiny of each Annual Activity Certificate</li> <li>Extension of validity period of Liaison Office</li> <li>Closure of Branch/Liaison Office</li> </ul>
19	Scrutiny /forwarding of form 83 to RBI both under Automatic / Approval Route (Para 10.i)	Rs. 5000/- for scrutiny of Form 83 both under Automatic Route/Approval Route.		Rs. 5000/- for scrutiny of Form ECB

**B. INTRODUCTION OF NEW SERVICE CHARGE**

S.No	New Service Charge Item	Charges to be levied
1	Processing Charges of application sent to RBI for approval of export/import transactions	INR 5000/- per application