

## Schedule of Charges on Foreign Exchange Related Transactions

### Trade Services

#### Schedule of Charges on Foreign Exchange Related Transactions

SL	Particulars of Schedule of charges	Charges
<b>A</b>	<b>Import</b>	
1.	Sight L/Cs commission	: Up to 0.40% per quarter
2.	Back to Back L/Cs opening commission	: Up to 0.40% per quarter
3.	L/C opening commission against 100% cash margin	: Up to 0.25% per quarter
4.	DP L/Cs opening commission	Up to 0.50% per quarter
5.	UPAS L/C arrangement / processing fee	: UPAS LC arrangement + processing: BDT1000 per request
6.	Inland L/C opening commission	: As prescribed under SL No. 01, 02, 03 & 04 above
7.	L/C Acceptance commission	: Up to 0.40% per quarter
8.	L/C Cancellation	: Nil
9.	Mailing/Courier/SWIFT Charge against L/C transmission, L/C amendment, confirmation, cancellation, foreign correspondence etc.	: At actual
10.	Pre-advice of L/Cs by short SWIFT	: At actual
11.	L/C amendment	: Applicant: Tk. 750/- or Beneficiary: USD 50 (applicable when LC amendment charge is borne by beneficiary)
12.	If L/C amendment includes increase of value or extension of time then L/C opening commission for additional time & value should be recovered as prescribed in the opening stage.	: As prescribed under SL No. 01, 02, 03 & 04 above

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Effective from 01.01.2026 to 30.06.2026

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13.	Import without opening LC / import through advanced payment/ import through LCAF(on DA/DP basis)	:	Up to 0.40% per quarter
14.	For our arranging confirmation from third Bank, Confirmation Charges to be realized from L/C Applicant regardless of the party to be charged by the confirming bank	:	Up to 0.20% per quarter
15.	Handling charge for all sorts of L/Cs(excepting local L/Cs)	:	NIL
16.	Local L/C handling charge (including BTB)	:	NIL
17.	Collection of Credit Report	:	At actual + Tk. 200/-
18.	Copy Document endorsement Charges	:	NIL
19.	Cancellation of Drafts in Foreign currency.		Tk 200
20.	Charge / Deduction for return / cancellation of inward TT		Tk 200
21.	Processing fee for obtaining Bangladesh Bank approval (Except Bill of Entry extension)	:	Tk.5,000/- for 1st permission & Tk.2,500/- for renewal
22.	Bill of Entry extension fee for obtaining Bangladesh Bank approval	:	Tk.500 per approval per permission
23.	Issuance of Shipping Guarantee / Delivery Order for release of consignment in absence of original Documents	:	Tk.750/- per Guarantee
24.	IRC (Import) Renewal Fee	:	Govt. Fee at actual plus service charge Tk. 500/-
25.	IRC (Indentor) Renewal Fee	:	Govt. Fee at actual plus service charge Tk. 500/-
26.	Payment Charge (Cash LC/BTB LC) (Foreign)	:	USD 50
27.	Retirement / Lodgment of Bills / Documents under Sight / Usance LC		Tk. 500/-
28.	Payment Charge (Cash LC/BTB LC) (local) (each Bill)	:	Up to US\$ 10,000: US\$ 40, Above US\$ 10,000: US\$ 50
29.	Discrepancy Charge - Import documents (Local)	:	Up to US\$ 10,000-US\$ 40, Above US\$ 10,000: US\$ 50
30.	Discrepancy Charge - Import documents (Foreign)	:	US\$ 50
31.	Stationary Charge	:	Tk. 450
32.	Remittance by TT (FC) through Foreign Correspondents for payment against import by	:	USD 25-35

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	EPZ/EZ/etc. customers without Bank's undertaking;		(including SWIFT and stationery charge).
33.	Commission on FDD/FTT	:	"Upto BDT 1,00,000- Max BDT 100, BDT 1,00,001 to 5,00,000- Max BDT 200, BDT 5,00,001 to 10,00,000- Max BDT 300, Above 10,00,000-max BDT 500,
34.	Postage Charge Recovery		at actual
35.	Import Document (local) Return Fee		BDT 2,500
36.	Forced loan processing fee		BDT 500
37.	Issuance of FOC Certificate fees-		BDT 500
38.	Certification of Import Documents for Customs Assessment Purpose		BDT 500
39.	Attestation of Documents		BDT 100 per set
40.	VAT / TAX certificate related to Import		Tk. 500 per certificate
41.	All other charges not mentioned above for service/ certificate in connection with Import.		Tk. 500 per certificate

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<b>B</b>	<b>Export</b>	
1.	Export Bill Collection commission in foreign currency / local currency	: up to 0.15% (If there is exchange gain only Tk.500/- to be realized)
2.	Negotiation/purchase commission for export bills in local currency	: interest for the period the bill remain outstanding
3.	Mailing/Courier/SWIFT charges against negotiation/collection of export bill	: At actual
4.	Discounting of inland bills in F.C.	: SOFR + 3.50% or as per BB Guidelines and circular issued time to time
5.	Advising of foreign bank L/Cs to local beneficiary	: Tk. 750/-
6.	Advising of amendment of foreign bank L/Cs to the local beneficiary	: Tk. 750/-
7.	L/C cancellation	: NIL
8.	Advising charge - Local L/Cs	: Tk. 750/-
9.	Foreign Correspondent charges (Local component)	Nil
10.	Advising of LC Amendment (local)	: Tk. 750/-
11.	Transfer of L/Cs / Amendment (Garments)	: Tk. 750/-
12.	Adding confirmation to export L/Cs by us	: Up to 0.20% per qtr.
13.	BTB L/C certification	: Tk.500/-
14.	Proceeds Realization certificate for Cash Incentives/DEDO/Custom purpose	: Tk.500/-
15.	Processing fee for obtaining Bangladesh Bank approval (Except EXP extension)	: Tk.3,000/- for 1st permission & Tk.1,500/- for renewal

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16.	Processing fee for obtaining Bangladesh Bank approval for EXP extension	:	Tk.500 per approval per permission
17.	Processing fee for cash subsidy, cash incentive & duty drawback for export	:	up to 10 lac- BDT 2500; 10 lac-25 lac- BDT 5000; 25 lac to 50 lac-BDT 7500 Above 50 lac- BDT 10,000
18.	Forced loan processing fee	:	BDT 500
19.	SWIFT charges against nego/ collection of export bill	:	At actual
20.	Payment Reminder Fee	:	Local-BDT100; Foreign-USD 5 +SWIFT charge at actual
21.	EXP short/over shipment update with BB & Customs	:	BDT 50
22.	EXP Cancellation Fee by BB	:	BDT 100
23.	Loan Tenor/moratorium extension Processing Fee	:	BDT 100
24.	Buying House Commission Payment Processing Charge	:	BDT 1000 flat
25.	Amendment of Collection Instruction	:	BDT 1000
26.	Collection Charge against Export Bill of other bank		Foreign: BDT 5000 plus Courier charge at actual; Local- BDT 3000
27.	Communication Charge of acceptance of discount claim		SWIFT Charge At actual
28.	C&F Certificate issuing charge		Tk.500/-

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29.	Certificate Authentication Fees	BDT 100
30.	Correspondence with Shipping Company with certificate	BDT 500
31.	Postage/Courier Charge Recovery	At actual
32.	Attestation of documents	Tk. 100/- per set
33.	All other charges not mentioned above for service/certificate in connection with Export.	Tk. 500 per certificate
34.	Document Pickup and delivery service by Motor Rider (for Trade Clients)	BDT 1000.00 per Month-
35.	Documents collection fees for Buying House	BDT 2000

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<b>C</b>	<b>Foreign Remittance</b>	
1.	Collection of clean instrument items (inwards)	: NIL to 0.15% (If there is exchange gain only Tk.500/- to be realized)
2.	Remittance by TT(FC) through Foreign Correspondents	: Up to eqv TK. 1,00,000- Max TK. 100, TK. 1,00,001 to 5,00,000- Max TK. 200, TK. 5,00,001 to 10,00,000- Max TK. 300, Above TK. 10,00,000 -Max TK. 300, + Comm Tk. 1,000 & SWIFT Charge (at actual)
3.	Cancellation of Drafts in Foreign currency	: BDT 200.00 + SWIFT Charges + Postal Charges (if Applicable) + Other Bank Charges
4.	Stationery charge (TM form)	: Tk.200/-
5.	Charge / Deduction for return / cancellation of In ward TT	: BDT 1,500.00 + SWIFT Charges + correspondence charge

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<b>D</b>	<b>Guarantee issued against Counter Guarantee of Foreign Banks:</b>	
1.	Advising of Guarantee to the beneficiary in original without any engagement on our part	: Tk.750/-
2.	Issuance / Advising of Guarantee / Amendment in original by adding our confirmation against 100% counter guarantee of Foreign Bank.	: Min. 0.05% - Max. 0.50% per qtr, Min US\$ 50 per qtr , / Min BDT 1000 per qtr + cost of Postage/SWIFT (at actual)
3.	Issuance / Amendment in our own format or on format supplied by the counter guarantee issuing bank with our full engagement against 100% counter guarantee of foreign bank.	: Min. 0.05% - Max. 0.50% per qtr ,Min US\$ 50 per qtr// Min BDT 1000 per qtr + cost of Postage/SWIFT (at actual)
4.	Issuance of Bid Bond/Performance Bond / Amendment favoring overseas beneficiary through foreign correspondent at our customers request.	: Min. 0.15% - Max. 0.50% per qtr ,Min US\$ 50 per qtr/Min BDT 1000 per qtr + cost of Postage/SWIFT (at actual)
5.	Legal Fee	: At actual
6.	Stamp Duty	: At actual
7.	Processing Fee for guarantee against counter guarantee (Including Genuineness confirmation of BG)	: US\$ 75 - US\$ 100
8.	Confirmation of issuance of Bank Guarantee and other certificate issue related to Local Bank Guarantee.	Tk. 200/- per confirmation /Certificate + at cost Postal charge, if any
9.	E GP Tender Security Fee	TK 300.00
10.	E GP Performance Security Fee	TK 500.00
11.	E GP New Performance Security Fee	TK 500.00
12.	E GP Amendment Charge	TK 300.00
13.	Local Guarantee Amendment Charge.	TK 500.00
14.	Charges for other services/ Certificate not mentioned in schedule of charge related to Local Bank guarantee.	TK 500.00
15.	Local Guarantee Issue/ Amendment Commission	Min. 0.10% - Max. 0.50% per qtr or part thereof. Min BDT.1000.00 p.q

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<b>E</b>	<b>Miscellaneous</b>	
1.	Issuance of encashment certificate against Inward remittance	: Tk. 500
2.	SWIFT charge (For all types of correspondence other than mentioned in schedule)	: At actual

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