

## Schedule of Charges for Foreign Trade & Foreign Exchange Transaction

(As per FD Circular no. 01 dated 09.12.2007, FD Circular no. 10 dated 16.06.2008,  
FD Circular no. 15 dated 16.11.2008 & FD Circular Letter 48 dated 28.06.2009)

### IMPORT

Sl. No.	Nature of Transaction	Rate of Charges
01.	<b>LETTER OF CREDIT</b>	
1(a).	L/C Opening Commission Cash L/C at sight (Including Inland L/C).	1st quarter @ 0.50% Subsequent q'r @ 0.25% 100% Margin : Per Quarter @ 0.25% Minimum Tk. 500/-
1(b).	Deferred Payment/ Usance L/C	1st quarter @ 0.60% Subsequent q'r @ 0.50% Minimum Tk. 500/-
1(c).	Back to Back L/C and L/C under EDF/ Cash L/C (Garments)	1st quarter @ 0.75% Subsequent q'r @ 0.50% Minimum Tk. 500/-
1(d).	AID/Loan/Barter and STA A/C	1st quarter @ 0.75% Subsequent q'r @ 0.40% Minimum Tk. 500/-
02	L/C Amendment for increase of Value and Extension of time	Same as 1a,b,c & d above
03.	<b>MAILING OF L/C</b>	
3(a).	Postage/Couriers(Local)	At Actual
3(b).	Courier(Foreign)	At Actual
3(c).	<b>Cable/ Telex charge</b> i. Brief details of L/C ii. Operative credit	i. At Actual ii. At actual
3(d).	<b>SWIFT charge :</b> i) Charges for Brief details L/C ii) Charges for full text L/C	i. At Actual ii. At Actual
04.	Foreign Correspondent charges ( if charges are on applicant's A/C)	At actual by foreign bank F C C ( Local): Free
05.	Foreign Banks confirmation charges ( if charges are on Applicant's A/C)	At actual .
06(a)	Re-imburement charges ( if charges are on applicant's A/C )	At actual.
06(b)	Payment Authority fees	TK.100/-+Swift charge
07.	F.C.C/ Add confirmation/ Reimbursement charges, if charges are on A/C of beneficiary	No amount is required to be recovered from the applicant while issuing L/C. In case of foreign banks failure to recover the same from beneficiary in that case foreign banks charges are to be recovered from the applicant at actual.
08.	Amendment charges for other than increase of Value and Extension of time : Postage / Cable/ Telex/ Swift charges & acceptance of Import bills etc.	At actual.
09.	Charges for cancellation of Expired/ Unutilised L/C.	a) Free + SWIFT charge (At actual ) b) Local Correspondence : Free
10.	Acceptance commission of Drafts/ Bills under deferred payment/ Usance L/C other than garments related B/B L/C.	Tk.0.40% for each quarter. ( Local Confirmation : 0.25% )
11(a).	For collection of clean documents (Inward and outward)	Tk.0.15% Min. Tk.250/-
11(b)	Doc. collection bills under L/C (including discrepant document)	Tk. 0.30% Min. Tk. 500/-
11(c)	Doc. collection bills not covered by L/C.	Tk. 0.30% Min. Tk. 500/-
12.	Collection of credit report on the beneficiary of L/ C	At actual +Bank charge TK. 500/-
13(a)	Intt. on PAD	As per circular
13(b)	Intt. on PAD under EDF.	As per circular
14.	Handling/ Service charge for documents under LIM/L T R /Deferred L/c/ C .C(P)/ Project Loan.	@ 0.50% Min. Tk.500/- Max. Tk. 10000/- per document
15.	Commission on Tolerance of L/C amount	Same as on 1(a), 1(b), 1(c), 1(d)

**EXPORT**

<b>Sl. No.</b>	<b>Nature of Transaction</b>	<b>Rate of Charges</b>
1(a)	Export L/C Advising charge (Postage)	Tk. 1000.00
1(b)	Export L/C Amendment Advising charge	Tk.1000.00
2(a)	Transfer charge of Export L/C	Tk. 500.00 + SWIFT/ Postage charge
2(b)	Transfer charge of amendment of Export L/C.	Tk. 500.00 + SWIFT/ Postage charge
3.	Confirmation of L/C at the request of opening Bank/ Beneficiary	0.12% per quarter or part there of Minimum US \$ 25.00
4	Intt. on Overdue Export bills	For the overdue period exceeding 21 days interest will be recovered @ 15% as per norms of exchange rate or as applicable from time to time ( If the related documents are found discrepant)
5(a)	Negotiation charges on export bills (Where exchange earning through buying and selling)	Free + Handling charge Tk.500 per document.
5(b)	Negotiation charges on export bills (Where there is no exchange earning through buying and selling)	0.50% Minimum TK 500.00
6	Documentary collection under export L.C/ firm contact.	Free+ Handling Charge: 500/- Per Documents.
7	Handling charges of export bills (Where no commission is realised for export document)	Tk. 500.00 (Flat rate Per Document) +Postage: 200/-
8	Negotiation of export bills under ACU/Barter/ STA A/C denominated in Taka.	Free+ Handling Charge: 500/- Per Documents.
9	Postage for sending original documents to foreign bank	At actual(As per circular)
10.	Postage for sending Duplicate documents to foreign bank	At actual(As per circular)
11	Issuance of foreign drfts drawn on Bangladesh Bank against export proceeds	i) Upto US\$10,000/- = US\$20.00 ii) Above US\$10,000/- = @ 0.20% iii) Maximum : US\$100.00
12.	Documentary collection bills covered by EDF (Inward)	Free+ Handling Charge: 500/- Per Documents.
13.	Advance Payment through T T against Export	Free+ Handling Charge: 50/- Per Documents.

**BANK GUARANTEE**

1.	Bid-bond/ Performance Guarantee etc issued against counter guarantee of foreign Correspondent (Inward)	1st quarter 1%, Subsequent quarter or part thereof 0.50%. Min. \$250.00+ Stamp duty + Postage + Govt. Levies.
2.	Commission/ Charge for issuance of Bid-bond/ Performance Guarantee at the request of customer (Outward)	0.50% per quarter or part thereof. Minimum Tk.1000/=+ Swift charge and FC charge at actual.
3.	For issuance of Indemnity or shipping guarantee for clearance of consignment in absence of original documents.	Tk. 500/- per shipping document.

**Foreign Remittance**

<b>Sl. No.</b>	<b>Nature of Transaction</b>	<b>Rate of Charges</b>
1(a)	Collection of cheques/ Drafts/ TCs	a) Up to \$ 100.00 or Eq. F .C Tk.50/- + FCC & Postage at actual. b) From USD 101 and above or Eq. F .C Tk.100/- + FCC & Postage at actual.
1(b)	Purchase of FC cheques/ Drafts/ TCs (For wages earner when TT clean buying rate is applied).	Tk.0.75/- per USD or EURO Tk.1.00/- per GBD Min. Tk.100/-+ or at actual .
2.	<b>Issuance of FC draft</b> i) Up to USD 10,000.00 or Eq. FC: ii) Above USD 10,000.00 or Eq. FC:	a) Commission Tk.250/- +Swift charge 750/- b) Commission Tk.500/- +Swift charge 750/-
3.	<b>Issuance of TT in foreign currency</b> i) Up to USD 10,000.00 or Eq. FC: ii) Above USD 10,000.00 or Eq. FC:	a) Commission Tk.250/- +Swift charge 750/- b) Commission Tk.500/- +Swift charge 750/-
4.	Cancellation of drafts in FC	Tk.200/- +VAT+ Swift charge 750/-

5.	<b>TCs:</b> i) Issuance ii) Endorsement in Passport.	i) 1% of FC ii) Tk.100/- per Passport +VAT
6.	Encashment of Foreign currency	NIL
7.	<b>Cash FC :</b> (i) Issuance (ii) Endorsement in Passport.	i) Nil ii) Tk.100/- per Passport. +VAT
8.	(a) Open student/ Medical file (b) Transfer of fund from one FC A/c to another FC A/c (c) Issuance of counter draft (d) Disposal of remitted funds by way of home remittance.	a) Tk.1250/- b) Up to \$ 150.00 & GBP 100.00= TK. 50/- for each transfer & For Above = TK. 150/- for each transfer. c) Commission US\$10.00 per instrument + Vat & Tax. d) NIL.
9.	<b>Misc. Charges:</b> a) L C A Form per Set b) I.M.P Form per Set c) EXP Form per Set d) Any Certificate issue e) PRC Issue f) Cash Assistance/ Subsidy / Any incentive claim/ Processing fee g) Duty draw back application processing fee h) Back To Back L/C Certificate issue i) C & F Certificate issue	a) TK. 50/- b) TK. 50/- c) TK. 50/- d) TK. 50/- e) TK. 500/- f) Tk.500/- g) Tk.500/- h) TK. 500/- i) TK. 500/-
01.	<b>ORTHER CHARGES</b>	
	a) Issuance of Balance Confirmation Certificate b) B O certificate issue charge	i) For two times : Free ii) 3rd and onward to be charged at Tk. per certificate. i) TK. 100/-

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