

Annex. I - Schedule of Service Charges on Foreign Exchange

Transactions w.e.f. 01st October, 2025.

(all charges are exclusive of goods and service tax)

Product / Services	Particulars of Charges
A. Inward remittances:	
i. Execution of swift remittances.	Rs. 500/- per remittance.
	No commission to be collected on the inward remittances received for credit to non-resident Accounts maintained with us.
ii. Encashment of foreign currency TCS /currency notes.	Charges are in- built in the exchange rate. No separate charges need to be collected. Handling service Charges of Rs. 300/-
iii. Inward remittances received and to be executed in FC by issuing a TT for opening FCNR /EEFC/ RFC account in a third bank.	0.15 % with a minimum of Rs. 500/- and a maximum of Rs. 4500/-
iv. Inward remittances received through other Banks	Rs. 250/- per transaction
v. Return of funds	USD 50.00
B. Collection of cheques, drafts, banker's cheques etc.	
i. Collection of foreign currency instruments such as Cheques, drafts, bankers Cheques etc. payable abroad.	i. 0.10% with minimum of Rs. 250/-and a maximum commission of Rs. 1000/- plus postage.
Note: if the above instruments are collected through another bank in India.	In addition to other bank charges, our charges also to be collected at 50%.
ii. If the above instrument sent for collection is returned unpaid.	ii. 50% of commission as in (i) above plus postage plus foreign bank charges @ TT selling rate.
iii. If the instrument is purchased subject to delegation of powerS.	iii. Interest for a fixed period of 15 days @ BPLR + 2.00 %, plus commission as per (i) above plus postage.
iv. If the above purchased instrument is returned unpaid. (Sale to be reported in cancellation of the original purchase).	iv. Exchange difference between buying and selling rate plus foreign bank charges at TT selling rate.
	Interest and commission not to be refunded.

v. Collection of foreign currency instruments payable in India.	v. Commission to be collected on the rupee equivalent as applicable to inland transactions.
C. Outward remittances	
I. Clean outward remittances.	I. 0.15 % with a minimum of Rs. 1000/- per transaction with maximum Rs. 4500/-.
II. Issuance of foreign currency DDs.	II. i) Rs. 1000/- per DD for non-students. ii) Rs. 750/- per DD for students who are applying to foreign universities for Education purpose.
III. Issue of Foreign Currency Notes/ TCS/ travelers' cards.	III. Charges are in-built in the exchange rate. Hence, no separate charges need to be collected.
	Handling charges for students – Rs. 250/-for others Rs. 500/-per card.
IV. Cancellation of foreign currency DDs / Travelers Card (purchase to be reported in cancellation of the original sale reported at the time of issuance of the DD).	IV. Rs. 250/- towards cancellation charges plus out of pocket expenses.
	Note: the amount to be returned to the purchaser on cancellation of the DD should not be more than what was collected at the time of issuance.
V. Clean outward remittances/ advance remittances against imports utilizing balances held in EEFC a/c's.	V. 0.15% towards commission in lieu of exchange @ TT selling rate with minimum of Rs. 500/- and maximum of Rs. 4500/- in addition to (A) and (G).
VI. Outward remittances arranged through other banks.	VI. Rs. 550/- per transaction
VII. Advance remittances against imports	VII. 0.10% with a minimum of Rs. 550/- and maximum of Rs. 5000/-
D. Exports	
1. Export bills for collection:	
i. For each foreign currency /rupee bill sent for collection.	I. Rs. 750/- per bill on lodgment.
ii. Bills where advance payment has been received through our bank.	II. Rs. 750/- per bill.

iii. Bills where advance payment has been received through other bank.	III. Rs. 750/- per bill
iv. Bills which have been sent directly by the exporter to the overseas buyer and the exporter submits copies of the documents for completing rib formalities after the receipt of payment:	
a) If the payment has been received through our bank	IV. A) Rs. 750/- per bill
b) If the payment has been received by other bank (e-FIRC shall be submitted online).	B) Rs. 750/- per bill
v. Where bill has been sent for collection and entire or part proceeds are credited to the EEFC account.	V. Rs. 750/- per bill and no additional charges for crediting to EEFC shall be collected.
vi. Scrutiny of documents drawn under LC	VI. Rs. 500/- for each set of documents.
vii. Follow up charges: for overdue export bills where the proceeds are not received within 6 months from the date of shipment.	VII. Rs. 300/- per quarter from the date of completion of 6-month period or part thereof till the bill is realized.
viii. Extension of time beyond stipulated period of realization from the date of export	VIII. Rs. 1000/- per shipping bill per quarter Rs. 250/- for subsequent month.
IX. Late submission charges	IX. Rs. 100/- per shipping bill per month towards Follow up for submission of export bills for lodgment beyond 21 days from date of shipment.
XI. Additional Charges for multiple shipping bills	X. Rs. 100/- flat for additional shipping bill
XII. Export Bills Returned unpaid	XI. Rs. 1000/-
XIII. Export set off against Import payment	XII. 0.40% min Rs. 2000 individually applicable for both legs plus SWIFT/courier Rs. 500
XIV. NOC for discounting with other Bank	XIII. Rs. 5000/-
XV. Deemed export bills in foreign currency as defined by RBI/EXIM policy from time to time	XV. 0.125% commission, minimum Rs. 1000/- and maximum Rs. 20000/-
2. <u>Export bills purchased/ discounted/ negotiated:</u>	
i. For each foreign currency bill	
Purchased /discounted /negotiated.	I. 0.10% of the bill amount with a minimum of Rs. 750/- per bill with a maximum of Rs. 4500/- .
ii. For each rupee bill purchased /discounted /negotiated.	II. 0.20% of the bill amount with a minimum of Rs. 750/- per bill with a maximum of Rs. 4500/-.
iii. Where an export bill is sent for negotiation to another bank in India (due to reasons such as L/C being restricted to that bank or the L/C being confirmed by them etc.).	III. Rs. 900/- per bill plus Postage

iv. In case of (iii) above, if pre-shipment finance has been granted.	IV. Commission in lieu of exchange @ 0.10% minimum Rs. 750/- and maximum Rs. 4500/-.
v. Handling of application for write off of overdue export bills	V. Rs. 1000/- per shipping Bill maximum Rs. 5000/-
Gr follow up charges: for overdue export bills where the proceeds are not received within 6 months from the date of shipment.	Rs. 300/- per quarter from the date of completion of 6- month period or part thereof till the bill is realized.
Note 1) in case a purchased (p)/ discounted (d)/ negotiated (n) bill is later converted into a collection item, the commission as applicable to collection bill shall not be charged.	Note: 2) in case an export bill is subsequently p/d, the bank will recover the charges as applicable to export bills p/d less Rs. 750 /- which has already been collected at the time of handling the bill on collection basis. (as per i (i) above)
3. Export letter of credit:	
i. For each LC advised.	i. Rs. 1000/- per LC.
ii. For each amendment advised.	ii. Rs. 500/- per amendment.
iii. For adding confirmation to the LC subject to fixing of counter-party exposure limit on the LC opening bank abroad.	iii. In addition to (i) above, commitment charges and usance charges as in the case of opening import LCs shall be collected.
iv. Where the LC /amendment have been advised by another bank and the same is received by us for delivering to our customer against acknowledgement.	iv. Rs. 1000/- for LC and Rs. 500/- charges to be collected. As per 3 (I) and (II)
	Out-of-pocket expenses incurred, if any, to be collected. Copy of the LC/amendment to be retained at the branch.
v. Transfer of LC	v. Each advice of transfer Rs. 1000/-. Amendment advising, whether full or part Rs. 500/-
vi. Reimbursement Charges under Export LC bill	vi. Rs. 1000/- flat
4. Pre-shipment credit in foreign currency (PCFC):	
Transaction charge: at the time of disbursement and each extension	I) Rs. 750/- per disbursement plus
	II) Forex treasury charges @ 0.25% of the PCFC amount with a minimum of Rs. 750/-in lieu of exchange.
5. Post shipment credit in foreign currency (PSCFC):	
Transaction charge: at the time of disbursement and each extension	I) Rs. 750/- per disbursement plus

	II) Forex treasury charges @ 0.25% of the bill amount with a minimum of Rs. 750/- in lieu of exchange.
Commission	Commission to be charged as stated in hereinbefore i.e., export bills purchased/ discounted/negotiated [item 2(i)].
6. <u>Bill handling charges:</u>	Out of pocket expenses to be recovered at actual. Courier charges to be collected as per FED guidelines issued in this regard from time to time.
7. <u>Certificates.</u>	
i. Issue of bank realization certificate (e-BRC).	I. Rs. 100/- per Shipping Bill upfront basis, in lodgment of bill
ii. Attestation of export invoices at the request of the customers.	II. Rs. 100/- per invoice.
iii. Any other certificate related to exports including GR waiver certificate	III. Rs. 500/- per certificate
iv. Issuance of Authorized Dealer (AD) code letter.	IV. Rs. 500/- per letter
E. <u>Imports</u>	
1. Opening of Import Letter of Credit For	
A. Value of the LC up to Rs. 5.00 Crore	
I. Commitment Charges	I. 0.15% per quarter or part thereof min Rs. 2500/-
(for Full Validity of the LC i.e. from the date of opening of the LC to the last date of its validity)	
Plus	
II. Usance Charges (according to the tenor of the bill):	II.
a. Sight LC	a. 0.15% min Rs. 2500/-
b. Usance up to 3 months	b. 0.30% min Rs. 2500/-
c. Usance over 3 months	c. 0.30% for first three months plus 0.080% per month in excess of 3 months min Rs. 2500/-
Minimum Charges per LC (i+ii)	Rs. 1000/- per LC
B. For Value of the LC over Rs. 5.00 Crore	
I) On the first Rs. 5.00 Crore	i) Charges as per (I) and (II) above
II) On the balance in excess Rs. 5.00 Crore	ii) Half (1/2) of the rates stipulated in (I) and (II) above.
Note: In case LC established against 100% cash margin.	

C. Import LC transactions through other Banks.	
I. Issue of LC	i. Commission collected by other bank plus 50% of our commission
II. LC Amendment charges	ii. Rs. 750.00 per Amendment
D. SBLC	
I. Issuance	i. As applicable to bank Guarantees Issuance: Commission@2.50%p.a. plus SWIFT Rs. 1500/-
II. Amendment	ii. For extension/enhancement: 2.50% p.a. plus SWIFT Rs. 1000/- For other amendment: SWIFT charges Rs. 1000/-
III. SBLC advising	Rs. 1000/-
IV. SBLC Amendment advising charges	Rs. 500/-
V. Repayment of Buyers Credit under SBLC	SWIFT Charges Rs. 750/-
E. Confirmation Charges (Issued by our bank)	
	0.125% per month
F: Transfer LC Charges	
	INR 2000
G: Revolving Letter of Credit	
In cases where revolving L/Cs are established as per provisions of FEMA and for restoration of the credit to the extent of the drawing honored.	
1) Establishment charges: Where the L/C specifies the maximum amount of total drawing permitted at any one time, the charges recoverable at the time of establishment viz. commitment and Usance charges will be as below :	Charges as applicable for opening of LC as stated above. On the maximum amount of drawings permitted at any one time during the period from the date of establishing the LC to the last date of validity.
2) Reinstatement charges	Charges as applicable for opening of LC as stated above. On the maximum amount of drawings permitted at any one time during the period from the date of establishing the LC to the last date of validity.
H. Deferred Imports:	
a. Charges on LC covering import of goods on deferred payment terms involving payments beyond a period of 6 months from the date of shipment, over a period of time, as defined in FEMA.	a. Over & above LC opening charges 0.50% per quarter Note- Calculated on the amount of liability under such credit at the beginning of every quarter.

b. Charges if the validity period of L/C covering import on deferred payment terms is extended	b. Flat amendment commission of Rs. 500/- However, for any amendment extending the validity of the letter of Credit beyond 3-month period, commission at the applicable rate shall be recovered as per Sr.no.(a) above
2. <u>Amendments to LC:</u>	
i. For each amendment without altering the validity period, amount and usance of the LC.	i. Rs. 750/- per amendment.
ii. Where the amendment extends the validity period beyond one quarter from the date of LC.	ii. Additional commitment charges to be collected with a minimum of Rs. 750/- apart from (i).
iii. Where the amount of the LC is enhanced.	iii. Additional commitment and usance charges for the amount enhanced to be collected with a minimum of Rs. 750/- apart from (i).
iv. Where the tenor (usance) of the LC is amended.	iv. Additional usance charges to be collected with a minimum of Rs. 750/-.
v. For amendment to LC's opened through another bank.	v. 50% of charges applicable to amendment of LC's issued by our bank.
vi. For LC cancellation	vi. Rs. 250/- or Swift Charges Rs. 500/- (if applicable)
vii. For LC cancellation, LC opened through another bank.	vii. Actual charges of other Bank and swift charges and our charges as mentioned in VI above.
3. <u>Revival of expired LC.</u>	
Any revival or reinstatement of an expired LC (shall be at the option of the branch) within 3 months from the date of expiry.	Additional commitment and usance charges to be collected from the date of expiry till the validity period of the revived LC.
4. <u>Foreign currency bill drawn under LC</u>	
i. up to Rs. 5 crores (to be collected at the time of retirement or delinking whichever is earlier).	I. 0.17% with a minimum of Rs. 750/-
	Note: this charge shall be collected even if buyer's credit is granted.
ii. Over Rs. 5 crore:	II.
a. For the first Rs. 5 crores	A. 0.17 %
b. On the next Rs. 5crore	B. 0.080 %
c. On the balance amount	C. 0.040 %

iii. Where the bill is retired by the importer by utilizing funds from their EEFC account.	III. 0.17% with a minimum of Rs. 750/- plus 0.15 % for commission in lieu of exchange.
iv. Import LC documents received with discrepancies.	IV.
	a. USD/GBP/EUR 100 or equivalent for LC's value up to USD/GBP/EUR 50000 or JPY 5000 for LCs with value up to JPY 5000000.
	b. USD/GBP/EUR 125 or equivalent for LC's value above USD/GBP/EUR 50000 or JPY 10000 for LCs with value above JPY 5000000. The amount to be deducted from the proceeds.
v. For foreign currency bill retirement through another bank.	V. 0.17% minus commission collected by other banks. If other banks commission amount is higher than ours, then flat Rs. 600/- to be collected in addition to other bank charges.
vi. Documents return charges for Foreign LC bill / collection bill or any other Bill.	VI. Courier charges at actuals plus our charges Rs. 750/ and Swift Charges Rs. 500/- (if applicable).
vii. LC devolvement charges	VII. 0.1% of devolvement amount min Rs. 10000/-
viii. Retirement of Import bills under LC	Rs. 750/- SWIFT charges
5. Import bills on collection basis.	
i. Irrespective of the amount of the bill.	i. 0.10 % with a minimum of Rs. 750/- and maximum of Rs. 10,000/-.
ii. Where the bill is retired by the importer by utilizing funds from their EEFC account or by availing PCFC.	ii. 0.10% with a minimum of Rs. 750/- plus 0.15% for commission in lieu of exchange with a minimum amount of Rs. 250/- and maximum of Rs. 10,000/- inclusive of both the charges.
iii. For each bill received direct by importers from the overseas exporter/bank.	iii. 0.10 % with a minimum of Rs. 750/- and maximum of Rs. 10,000/-
iv. If the import bill is required to be forwarded to another bank in India as per the authenticated request of the foreign bank from whom the bill has been received.	iv. Rs. 1000/- plus out of pocket expenses.
v. If the unpaid sight bill / accepted bill of exchange in the case of usance bill is returned to the foreign bank.	v. Charges as per (i) above plus postage / courier charges to be recovered from the importer. If refused, the same shall be claimed from foreign bank.
vi. Late Payment Commission for demand bills not retired within 10 days after receipt of documents or on due date in case of usance bills under collection.	Rs. 100/- per bill per month

6. <u>Issuance of delivery/ release order to the importer in the case of documents drawn under LC.</u>	
For each delivery / release order.	Rs. 750/-
Important note: Before issuing delivery/ release order, 110% of the Bill amount to be Earmarked in the case of sight LC Bills and acceptance formalities to be completed in the case of usance LC bills. In the case of import collection bills, no delivery/ release order should be issued.	
7. <u>Buyer's credit:</u>	
Arranged by us through a Correspondent bank	i. Charges collected by the Correspondent bank. (All-in-cost should not exceed OARR + 300 bps max. + Foreign Bank Charges)
F. <u>Forward purchase/sale contract:</u>	
i. Booking of forward purchase/sale contract.	i. Rs. 750/- per contract.
ii. Early delivery or cancellation of p/s contract.	ii. Rs. 750/- per contract + swap cost + interest on outlay of funds, if any.
iii. Cancellation of p/s contract on maturity.	iii. Rs. 750/- per contract plus exchange difference if any, to be recovered.
iv. Cancellation before maturity of the contract	iv. Rs. 750/- per contract + swap cost + interest on outlay of funds, if any
Note: no charges for cancellation of partly utilized contract	
G. <u>Issue of bank guarantee in foreign currency</u>	
The amount of the guarantee to be converted into rupee by applying TT selling rate.	As applicable to inland bank guarantees + foreign bank charges
I. Financial Guarantees Issuance / Amendment	I. 2% min Rs. 5000/-
II. Other Guarantees Issuance / Amendment	II. 2% min Rs. 2500/-
III. Amendment charges	III. Rs. 1500/-
IV. (Financial/Non-Financial Guarantees)	IV. Correspondent Bank Charges (Additional) at actuals wherever applicable.
V. Foreign Guarantees Advising & Amendments (Customer)	V. Rs. 1500/- Courier charges at actual min Rs. 500/-
VI. Invocation of Bank Guarantee	VI. Minimum Rs. 5000/-
VII. Guarantee Cancellation	VII. Rs. 1000/-
VIII. Advise Of confirmation Of BG Issuance (FIN 760 COV/ FIN 767 COV)	VIII. Rs. 1000/- plus Swift Charges.
IX. Shipping Guarantee	IX. Rs. 1000/- plus Documentation Charges Rs. 1500/-

X. Guarantees issued against the counter-guarantees of other banks.	a. up to Rs. 5 crore: 1.20% p.a. (Min.- Rs. 1200/-). b. Over Rs. 5 crore up to Rs. 25 crore: 0.75% p.a. (in addition to a). c. Portion over Rs. 25 crore: 0.45% p.a. (in addition to (i) a & b)
H. <u>Swift charges:</u>	
i. Demand draft issuance	I. Rs. 100/- per MT 110
ii. Issuance of import LC (MT 700)	II. Rs. 1500/- per MT 700
iii. Issuance of guarantee (MT 760)	III. Rs. 1500/- per MT 760
iv. Swift messages pertaining to outward remittances (MT 103/ MT 202)	IV. Rs. 750/- per MT 103/ MT 202.
v. Swift messages for LC amendment, Export re-imbbursement claim, enquiries, LOU under buyer's credit, follow-up and other miscellaneous messages	V. Rs. 500/- per message
MT= message type	
I. CAPITAL ACCOUNT TRANSACTIONS	
I. Filing of APR	I. Rs. 2000/-
II. ECB 2 submission	II. Rs. 1000/-
III. Submission of Revised form ECB	III. Rs. 2000/-
IV. Penal Charges (APR overdue) for delayed reporting	IV. Rs. 1000/-
V. Late submission of proof of investment for ODI/ECB 2 Submission/ Form ECB	V. Rs. 1000/-
VI. Inward Remittance (including FIRC issuance & KYC related correspondence) for RBI Reporting for FDI	VI.Rs. 3000/-
VII. Any Follow up reminders for any filing (FC-GPR, FC-TRs, APR, ECB 2 etc.	VII.Rs. 250/- per quarter
VIII. ECB	VIII.
i. LRN Processing fee	i. Rs. 5000/-
ii. Draw Down (Inward Remittance) for RBI Reporting	ii. Rs. 2500/-
iii. Repayment (Outward Remittance) for RBI Reporting	III. Rs. 2500/-
iv. RBI Correspondence for Approval route transactions/Ratification/Miscellaneous	IV. Rs. 5000/-

J. Courier charges (Foreign):	At actuals plus handling charges of Rs. 250/-
K. Postage charges (Foreign)	At actuals plus handling charges of Rs. 100/-
L. Nostro Activity Charges (For all Trade related transaction inward /outward)	Rs. 100/- per transaction
M. BRO (Bank release order issued by other Bank).	Rs. 250.00 per BRO
N. Bill of entry follow-up charges	Rs. 300/-per quarter
O. FIRC issuance charges	NIL
	Rs. 500 for duplicate / revalidation
P. Merchanting Trade Plus HSS (Over and above handling import/ export payment leg)	Rs. 2500/-
Q. Issuance of NOC	Rs. 500/-
R. Filing of FCGPR	Rs. 5000/-
S. Filing of FCTRs:	Rs. 12500/-
User creations on FIRMS/ ODI RBI site	Rs. 1000/-
T. Status Report from empaneled rating Agency like D&B and Mira Inform	At actuals plus handling charges of Rs. 250/-
U. IEC issuance letter	Rs. 500/-
V. Transfer of existing UIN/LRN / from / to another AD bank/ Disinvestments	Rs. 12500/-
W. Transfer of funds (Nostro to Nostro account)	0.25% min Rs. 1000/-plus swift charges Rs. 500/-
X. Enquiries related to record more than 1 year old	Rs. 750/- per record.
Y. Letter to regulatory Authority to RBI/ED/CBI/FEDAI/ECGC/DGFT (Current / Capital Account Transaction)	Rs. 2500/- per letter.
Z. Import Bill Extension	Rs. 600/-
ZA. Follow up for Overdue Merchant Trade transactions- Overdue beyond 9 months	Rs .500/-per transaction-half yearly
ZB. Follow up for Overdue Merchant Trade transactions- Outlay beyond 6 months	Rs. 500/-per transaction-half yearly
ZC. Foreign Currency Term Loan (FCTL)	Rs. 10000/- per disbursements
ZD: Weekly / Monthly/Annual filing with RBI like ECB II /Commodity /Hedging/Annual activity cert of branch & liaison office, etc.	Rs. 500/- per filing
ZE: Charges for availing FX Retail Platform.	Rs. 2000/- per month