

Schedule of Bank Charges

(Excluding Applicable VAT)

From 1st January 2024 to 30th June 2024



Bank Alfalah Limited

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A. Customer Services

A.1. Account Maintenance Charges	
All types of Current Account SND	BDT 300 (Half-yearly)* BDT 500 (Half-yearly)*
All types of Savings Accounts	Avg. Balance ≤ BDT 10,000: Nil Avg. Balance > BDT 10,000 to ≤ BDT 25,000: BDT 100 (Half-yearly)* Avg. Balance > BDT 25,000 to ≤ BDT 200,000: BDT 200 (Half-yearly)* Avg. Balance > BDT 200,000 to ≤ BDT 1,000,000: BDT 250 (Half-yearly)* Avg. Balance > BDT 1,000,000: BDT 300 (Half-yearly)*
Dormant Account Activation	Free*
Hold Mail	BDT 2,000 (annually)
A.2. Duplicate Statements	
Statement of Current Year/Current Tax Year (Current, Savings & Term Deposit A/C)	BDT 100 (each)*
E-Statement	Free
Account Statements for previous year(s)/previous tax year(s)	BDT 500 (for each year)
A.3. Cheques	
New Cheque Book Charges	
Issuance of New Cheque Book	At Actual* (Per Leaf BDT 10.00) First cheque book issued free of cost.
Issuance of New Cheque Book for BAFL Staff	Free
Stop Payment of Lost Cheques/Cheque Book	BDT 500 (flat)
Stop Payment of Cheque (single leaf)	BDT 100 (Per instruction)*
Uncollected Cheque book Destruction Charge (Applied but not collected within 3 months)	BDT 300
Cancellation of stop payment instruction	BDT 50 (Per instruction)*
Photocopy of Cheques/Vouchers	BDT 100
A.4. Clearing	
Regular Value Clearing	Below BDT 50,000: Nil From BDT 50,000 to BDT 500,000: BDT 10 Above 500,000: BDT 25
High Value Clearing (Same Day)	BDT 60 (including VAT)
BEFTN	Free
RTGS	Maximum BDT 100 Including VAT (Free for staff)*
Inward Cheques Returned (for insufficient funds)	BDT 50 (Per Cheque)*
Inward EFT Debit Instruction Cancellation due to insufficient fund	BDT 50
A.5. Deposit Accounts	
Balance Confirmation Certificate	Free of charge for twice a year. After that customers have to pay BDT 100 per certificate.*
Balance Confirmation Certificate to Auditors	BDT 200 (each)
Beneficiary of Account Certificate	BDT 200 (each)*
Solvency Certificate	BDT 200 (each)*
A.6. Communication Charges	
Courier Charges Inland and Foreign	At Actual
Postage Charges Inland and Foreign	At Actual
Fax Charges	No Charges
Inland	At Actual
Foreign	At Actual
A.7. Remittances (Local)	
Pay Order (PO)	
Up to BDT 1,000	BDT 20*
From BDT 1,001 to BDT 100,000	BDT 50*
Above BDT 100k	BDT 100*

A. Customer Services

Demand Draft (DD) Upto BDT 1,000 From BDT 1,001 to BDT 100,000 From BDT 100,001 to BDT 500,000 From BDT 500,001 to BDT 1,000,000 Above BDT 1,000,000 Cancellation of PO/DD Issuance of Duplicate PO/DD/FDR Issuance of Bangladesh Bank Cheque Cancellation of Bangladesh Bank Cheque PO issued by BAFL to meet bank's purpose and not on behalf of any customer Pay Order/DD for BALF Staff	BDT 20* BDT 50* BDT 100* BDT 200* BDT 300* BDT 50 (per instrument)* BDT 300 BDT 300 BDT 300 No Fees Free
A.8. Remittances (Foreign) & Cheque Purchases	
Inward Remittances into Bank's Own Customer Account Certificate for Inward Remittance Outward Remittances Cheques for Purchase FCY Encashment Passport Endorsement	No charges (per certificate) BDT 200 BDT 500 (for remittances upto USD 1,000) (or its equivalent) BDT 1,000 (for remittances over USD 1,000 to USD 5,000), BDT 2,000 (for remittances over USD 5,000) (or its equivalent) No Charges for BAFL Staff FCY- 0.50% of cheque amount or min. BDT 500 commission plus courier/postage charges & other bank charges. LCY- 1%, min. BDT 250 plus other bank/post/telex charges Customer-Free Non Customer-0.5% of full amount (min. BDT 300) BDT 300 per passport (customer & immediate associates) BDT 500 per passport (non customer) No Charge (for BAFL staff, spouse & children)
A.9. Outward/Inward Cheques for Collection	
Outward Bills for Collection (OBC) OBC Return FCY Cheque Collection Inward Cheque Collection-FCY (Domestic/Overseas) Inward Cheque Collection Return-FCY (Domestic/Overseas) Outward Cheque Returned Unpaid LCY/FCY	At 0.20% plus postage at actual or min. BDT 100 max. BDT 500 BDT 300 + other bank charges + postage at actual a) 0.05% min. BDT 200 + other bank charges + postage at actual (within Bangladesh) b) 0.10% min. BDT 500 + other bank charges + postage at actual (outside Bangladesh) BDT 300/USD 20 plus postage USD 5/USD 10 plus postage BDT 100 plus postage at actual/USD 10 plus postage at actual
A.10. Outward SWIFT Transfer	
Through debit of Bank's own Customer Account Against surrender of 'convertible' F.C. Notes	BDT 500 (per transfer) BDT 500 (per transfer)
A.11. Foreign Demand Draft/FDD	
Foreign Demand Draft/FDD/TT/MT Cancellation of FDD/TT/MT Reimbursement charges for ACU (FDD Issuance From Vostro Account) Issuance of DDs drawn on our account with the Bangladesh Bank, for Bank to Bank Settlements Received from abroad or the Bank's Local Branch or when payment is demand in FC	BDT 100 (for upto BDT 100k or its equivalent)* BDT 200 (from BDT 100,001 to BDT 500,000 or its equivalent)* BDT 300 (from BDT 500,001 to BDT 1,000,000 or its equivalent)* BDT 500 (above BDT 1,000,000)* BDT 200 (per instrument)* 4% of the bill value or USD 75 (Whichever is lower) USD 10.00 or its equivalent

A. Customer Services

A.12. Miscellaneous	
Certificate Issuance Charge	BDT 300 per certificate
Account Closing Charges	a) LCY All Savings A/C (excluding ARS)- BDT 200, All Current A/C- BDT 300* SND BDT 300* b) FCY USD 10, GBP 5, EUR 5
Issuance of FCY Encashment Certificate	BDT 200 per certificate
Verification/Attestation of Account Statement and other documents	BDT 300
Document/Cheque retrieval (subject to availability)	BDT 300 up to six months BDT 600 more than six months
Arrangement of Government Stamp Paper	BDT 500
Deposits from other corporate bodies, financial institutions, government agents, autonomous/ semi autonomous agents, foreign mission, trusts, NGOs, etc.	Charged as rates quoted and agreed upon between parties
Purchase and Sale of 'Sanchaya Patra' as 'Primary Dealer'-to and from Bank Customers	As per Issuer's Directives
Any Out of Pocket Expenses - not covered in the SOC	Branch Manager's Discretion
Processing of Student File per Student	BDT 3,000 per year
Processing fee for obtaining regulatory approval (Eg. Student File Permit Extension/Any ADHOC processing like subject change, university change, country change etc. upon BB approval)	BDT 1,000 + Courier Charge at Actual
Issue of "Duplicate Sanchaypatra"	BDT 1,000 (in addition to indemnity charge will be borne by the customer)
SMS Charge	BDT 300 (annually)(except Alfalah salary account)
CCTV image retrieval request for any reason initiated by customer for on us ATM/cash counter	BDT 2,000
Certificate/Letter of Comfort involving credit facility	BDT 1,000 per certificate
Salary Disbursement Charge	Nil
A.13. Standing Orders	
Standing Instructions	BDT 500 per year
Standing Instructions for AUC	Free (subject to maintaining minimum balance of BDT 100k)
Standing Instructions (per transaction fees)	Relevant Instrument Issuance Fees
Failure of Standing Instruction due to Insufficient Funds	BDT 300
A.14. Locker Charges (recovered at commencement and charged annually thereafter)	
Key Deposit (one time & refundable)	BDT 2,000
Extra Large Lockers	BDT 15,000 p.a.
Large Lockers	BDT 10,000 p.a.
Medium Lockers	BDT 5,000 p.a.
Small Lockers	BDT 3,000 p.a.
Large Lockers	BDT 5,000 p.a for BAFL Staff
Medium Lockers	BDT 2,500 p.a for BAFL Staff
Small Lockers	BDT 1,500 p.a for BAFL Staff
Late Payment Fee	BDT 1,000
Locker Breaking Charges/Key Replacement	At actual or min. BDT 8,500
Locker Usage Charge After Banking Hour (4PM-6PM)	BDT 200 (Free for Staff)
A.15. Over the Counter - Branch Banking Online Charges	
Withdrawals from a Branch of the Bank outside the Metropolitan Area of Customer's Homes Branch	No charges*
Deposits (Cash or Cheques) to a Branch other than the Customer's Home Branch	No charges*
A.16. Secured Over Draft	
Processing Fee (against FD / WEDB / USD Premium/ Investment Bonds)	1% or BDT 5,000 (whichever is lower)

B.Trade Services

Export Services (Commissions/Charges)	
B.1. LC Advising	
Advising of Letters of Credit (Foreign)	BDT 750*
Advising of Letters of Credit (Local)	BDT 750*
Advising of Amendments (Foreign)	BDT 750*
Advising of Amendments (Local)	BDT 750*
B.2. LC Transfers	
Transfer of LC	BDT 750 *
Transfer of Amendment of LC	BDT 750 *
Cancellation of Transfer	BDT 2,000
B.3. Collections	
Handling Charges on Local Currency Export Bills	Free of charge*
B.4. Export Bills	
Negotiation/Collection of Export Bills (Sight/Usance/Deferred)	
a) For the portion-No exchange gain	a) 0.15% of the Bill Amount *
b) For the portion-Exchange gain	b) Max. BDT 500 *
Handling Charges for Export Bills after receipt of payment (Local/Foreign) (Sight/Usance) (Under LC or non LC)	Free of charge*
Overdue Compensation against Negotiated Documents (at Sight)	In case of clean bill negotiation, no overdue compensation will be charged. In case of discrepant document negotiation, overdue compensation will be charged as per specific approval terms.
Profit/Interest Charges on Advance payment against Local Export Bills (Usance) under LC or Contract	Profit/Interest to be charged on disbursed amount from the date of disbursement till final maturity as per credit approval. In case of delayed payment 2% over approved rate will be recovered. (Branch may seek waiver for such overdue compensation on case to case basis from competent authority.)
Tax Certificate Issuance Charges for: Jute Traders Jute Mills	BDT 1,000 BDT 500
Document Attestation Charges	Per doc. min. BDT 100 & max. BDT 500
Document Attestation Charges (Jute)	Per doc. min. BDT 200 & max. BDT 500
B.5. Advance Payment	
Handling Charges for Credit to Customer's Account	Free of charge*
B.6. Cash Incentive/Assistance	
Processing Charges	BDT 3,000 per application
B.7. Import Services (commissions/ Charges)	
Commissions on Letter of Credit (Sight and Others) (Local/Foreign/Back to Back)	Every Quarter 0.40% max. (after the first quarter commission will be realized up to maturity date)*
Commissions on Letter of Credit (Usance/Deferred) (Local/Foreign/Back to Back)	Every Quarter 0.50% (after the first quarter commission will be realized up to maturity date)*
Commissions on Letter of Credit (100% Cash Margin) (Local/Foreign)	Every Quarter 0.25% (after the first quarter commission will be realized up to maturity date)*
Cancellation of Letter of Credit (swift charges)	BDT 500
Letter of Credit Confirmation in case where the charges are on account of the opener	Every Quarter 0.20% (after the first quarter commission will be realized up to maturity date)*
Confirmation Charges Locally	Every Quarter 0.20% (after the first quarter commission will be realized up to maturity date)*

B.Trade Services

<p>LC Acceptance Commissions (Back to Back, Local or Foreign)</p> <p>Markup/Interest on Import Bills under Usance Letter of Credit (if not paid by the customer on the date of maturity)</p> <p>Advance Remittance (Payment) to Suppliers abroad against Imports (under LC or without LC) Profit/Interest Charges on PAD</p> <p>Expired & Unused LC</p>	<p>Every Quarter 0.40% (after the first quarter commission will be realized up to maturity date)*</p> <p>As per arrangement with the Customer and as mentioned on the Customer Credit Approval plus 2% p.a. as Overdue Compensation.</p> <p>At 0.25% p.q</p> <p>Approved MTR (Murabaha Trust Receipt) /MLPO/ MLTR (Murabaha Loan against Trust Receipt) Rate + 2.00% p.a. OR as per Credit Approval</p> <p>Free of charge*</p>
<p>B.8. LC Amendment Charges</p>	
<p>Amendment of Letter of Credit involving value increase a) In case of Sight: Cash/EDF/Back to Back/Others b) In case of Usance/deferred:Cash/Back to Back/Others</p> <p>Amendments of Letter of Credit other than Value Increase and extension of validity</p>	<p>Commission as per LC opening rate</p> <p>BDT 750*</p>
<p>B.9. Other Charges</p>	
<p>Copy Document Endorsement</p> <p>LCA Form Registration with AD Branches (without LC)</p> <p>Commissions on LCA issue without opening LC: a) In case of Sight b) In case of Usance/deferred</p> <p>Printing Charges per EXP Form (Periodic Reporting of LC activity to the Central Bank)</p> <p>BL Endorsement and Signature verification</p> <p>Printing Charges per IMP Form (Periodic Reporting of Customer LC Activity to the Central Bank)</p> <p>Printing Charges for LC Application Form</p> <p>Printing Charges for LCA Form</p> <p>Renewal of Import Registration Certificate (IRC)/Export Registration Certificate (ERC)</p> <p>Suppliers Credit Report</p> <p>Indemnities (shipping guarantee)</p> <p>Misc Charges for Import Bills Lodged</p> <p>Charges for Return of Unpaid Documents</p> <p>Charges for Payment of Discrepant Documents under LC</p> <p>Back to Back LC Certificate Issue Charges</p> <p>C & F Certificate Issue Charges</p> <p>Pre - Shipment Inspection Processing Charges</p> <p>Utilization Declaration Certificate</p> <p>Proceed Realization Certificate Issue Charges</p> <p>All other types of Handling Charges not mentioned above</p> <p>Vessel Tracking</p> <p>Processing fee for obtaining regulatory approval (Indenting, Buying house, freight forwarders agent and any other specific permission related to import/export/remittance etc.)</p>	<p>Free of charge*</p> <p>BDT 1,000</p> <p>a) 0.20%- 0.40% p.q of the LCA value b) 0.20%- 0.50% p.q of the LCA value.</p> <p>BDT 200</p> <p>BDT 100 per BL</p> <p>BDT 300</p> <p>BDT 200</p> <p>BDT 200</p> <p>BDT 1,000</p> <p>At actual</p> <p>BDT 1,500 (flat)</p> <p>BDT 500</p> <p>At actual or BDT 1,000, whichever is higher</p> <p>USD 60 (foreign), USD 40 (local) EUR 45 (foreign), JPY 5,000 (foreign)</p> <p>BDT 500 *</p> <p>BDT 500 *</p> <p>BDT 200 per LC + BDT 50 courier charges</p> <p>BDT 300</p> <p>BDT 500 *</p> <p>Free of charge*</p> <p>BDT 200</p> <p>BDT 1,000</p>

B.Trade Services

B.10. Guarantee Charges	
Letters of Guarantee/Bid Bond (issuance/extension of validity/increase in amount)	0.50%, but minimum BDT 1,000 (p.q) after the first quarter commission will be realized upto maturity date.
Letters of Guarantee Amendment (other than validity extension or increase in amount)	BDT 2,500 plus other applicable charges
Communication Charges	
B.11. Courier Charges	
Inland	At actual*
Foreign (other than India)	At actual*
Foreign (India)	At actual*
B.12. Fax Charges	
Inland	At actual*
Foreign	At actual*
B.13. SWIFT Charges	
Issuance of Letter of Credit	BDT 1,500
LC Amendment Charges	At actual*
LC Confirmation Charges	At actual*
LC Cancellation Charges	At actual*
Correspondence Charges (local part free of charge)	At actual*
Reimbursement Claim	BDT 500
Payment Authority for all types of Payments (sight LC only) (except India)	USD 70
Payment Authority for all types of Payments (India)	USD 50
UPAS	USD 30
B.14. Bonds & Gurantees	
Stamp Duty	At Actual
Legal Fee	At Actual

C. Corporate Banking Group

C.1. Advances	
Greenfield Project Assessment Fee	As per sanction/approval
Interim Review Processing Fee	As per sanction/approval
Charges for Credit Operations	
C.2. Loan Processing Fee (Sanction/Renewal/Enhancement/Extension)	
Processing Fee : Upto BDT 5,000,000	0.50% of the approved loan not more than BDT 15,000*
Above BDT 5,000,000	0.30% of the approved loan not more than BDT 20,000*
Loan Reschedule/Restructure Arrangement Fee	0.25% of the approved loan not more than BDT 10,000*
Agency Fee	As per sanction/approval
Early Settlement Fee	As per sanction/approval
Facilities Covered by 100% cash	Maximum 0.50% of the outstanding Loan
Others (not specified above)	Maximum 2% of the Outstanding Loan
Business Commitment Compensatory Commission - In case the Customer forgoes approved Credit Lines Sanctioned in their favour within the stipulated time, the bank is then within its right to recover Compensatory Compensation due to Business Shortfall	As per sanction/approval
	As per discretion of National Manager - Corporate Banking
C.3. Legal/Administrative Fees and Charges	
Company Search Report/RJSC	At Actual
CIB Reports	As per Bangladesh Bank instructions
Company Valuation Reports	As charged by Bank Approved Panel of Valuators
Charge Document Preparation	At actual
All Other Legal/Opinion Fees and Charges	At actual
Expenditures related to Mortgages of immovable property	At actual
Evaluation of Security and Maintenance thereof	At actual
Replacement of Securities	At actual
Marking of Lien on Securities issued by other Banks	BDT 500
Security(ies)/Documentation Photocopy	BDT 500
C.4. Advances against Pledge/Hypothecation	
Storage Rent	At Actual
Storage/Inventory Inspection Charges	At Actual
Other Incidental Charges (Legal/Insurance, etc.)	At Actual
Coupon Collection Charges for securities under lien to the Bank (Corporate Bonds/Government Securities)	BDT 300 (per coupon)
Issuance of Delivery Orders against FIM, Cash Credit, including all goods under pledge	BDT 100 per delivery plus actual conveyance
Issuance of NOC at the request of the customer for creation of 'Parri-Passu/Second Charge' to secure credit from 'Other Banks/Non-Banking Financial Institutions'	BDT 500
Financing due to Non-Payment on maturity Date of Acceptance of Liability/Overdue Finance against Trust Receipt(FATR)/Overdue finance against Imported Merchandise (FIM)/Overdue Finance against packing Credit (FAPC/PSF)/Overdue Finance against Foreign Bills (FAFB) Purchased.	2% p.a. above the rate of financing charged on the overdue amount on a daily basis/or as per approval
Late Payment Markup/Charges/Penalties	2% p.a. above the rate of financing charged on the overdue amount on a daily basis/or as per approval
C.5. Lease Finance	
Processing Fee	As per sanction/approval

C. Corporate Banking Group

Cottage, Micro, Small and Medium Enterprise (CMSME) Clients	
C.6. Charges for Credit Operations	
Loan Application Fee (Sanction/Renewal/Enhancement/Extension)	Nil
Processing Fee	Nil
Early Settlement Fee	Nil
C.7. Legal/Administrative Fees and Charges	
Company Search Report/RJSC	At actual
CIB Reports	As per Bangladesh Bank instructions (At actual)
Company Valuation Reports	As charged by Bank Approved Panel of Valuers (At actual)
Charge Document Preparation	At actual
All Other Legal/Opinion Fees and Charges	At actual
Expenditures related to Mortgages of immovable property	At actual
Evaluation of Security and Maintenance thereof	At actual
Replacement of Securities	At actual
Marking of Lien on Securities issued by other Banks	At actual or BDT 500 (whichever is higher)
Security(ies)/Documentation Photocopy	At actual or BDT 500 (whichever is higher)
C.8. Advances Against Pledge / Hypothecation	
Storage Rent	At actual
Storage/Inventory Inspection Charges	At actual
Other Incidental Charges (Legal/Insurance, etc.)	At actual
Coupon Collection Charges for securities under lien to the Bank (Corporate Bonds/Government Securities)	BDT. 300 per coupon
Issuance of Delivery Orders against FIM, Cash Credit, including all goods under pledge	BDT. 100 per delivery plus actual conveyance
Issuance of NOC at the request of the customer for creation of 'Parri Passu/Second Charge' to secure credit from 'Other Banks/Non Financial Institutions'	BDT. 500
Financing due to Non Payment on Maturity Date of Acceptance of Liability/Overdue Finance against Trust Receipt (FATR)/Overdue Finance against Imported Merchandise (FIM)/Overdue Finance against Packing Credit (FAPC/PSF)/Overdue Finance against Foreign Bills (FAFB) Purchased.	2% p.a. above the rate of financing charged on the overdue amount on a daily basis/ or as per approval
Late Payment MarkUp/Charges/Penalties	2% p.a. above the rate of financing charged on the overdue amount on a daily basis/ or as per approval
C.9. Refinance Programs of Bangladesh Bank	
Loan under EDF	Rate as declared by Bangladesh Bank (Maximum spread as declared by Bangladesh Bank or as per Credit Approval)

D. Alfalah Debit Card

D.1. Card Fee	
Card Issuance/Annual Fee	BDT 700 Free for BAFL staff
Card Replacement Fee	BDT 700
Transactional Retrieval Fee	BDT 500
PIN Replacement Charge (Through Call Center)	BDT 100
Captured Card Replacement Fee	BDT 700
D.2. Cash Withdrawal	
From Bank Alfalah ATM	Free
From NPSB member bank ATM	Free
From VISA member bank ATM	BDT 15 per transaction
From Q-CASH Member Bank ATM	BDT 10 per transaction (excluding VAT)
D.3. Inter Branch Fund Transfer Fee (among own accounts only)	
From Bank Alfalah ATM only	Free
D.4. Balance Enquiry & Mini Statement	
From Bank Alfalah ATM	Free
Mini Statement from NPSB member bank ATM	BDT 5 per enquiry
Balance Enquiry from NPSB member bank ATM	BDT 5 per enquiry
Balance Enquiry from Q-CASH Member Bank ATM	Free
Mini Statement from Q-CASH Member Bank ATM	Free
All Transaction Alert Fee	No Charge

E. Internet Banking

E.1. Internet Banking	
Internet Banking Fund Transfer	No Charge
Internet Banking PIN Re-generation Charge (only for individual A/C)	BDT 150

* Bangladesh Bank Prescribed Charges

- Note:
1. These charges are our standard charges and concession rates may be granted at the discretion of the Management. Any government taxes, duties, or other charges will be recovered in addition to the foregoing.
 2. No service charge/fee will be imposed on Alfalah Rising Star Account (School Banking Type of Account) except government fees according to the Bangladesh Bank GBCSRD Circular No: 07.
 3. VAT is applicable @15% on all charges, fees & commissions (other than commissions, fees or charges against Export and Export related service will be applicable provided by the bank as per Government Circular.)
 4. Country Management may waive partially or full amount of the above mentioned charges. In case of waiver, VAT is to be collected on the standard rate of charges.
 5. As per BRPD Circular Letter No. 9 dated 19th March 2023, no Account Maintenance Charge will be applied on Individual Retail Accounts.