

**SERVICE FEE GUIDE**

**I. Account Operation**

**1-1. MINIMUM BALANCE**

Account Title	Particulars
Quarterly Average Balance* (Current Account)	Rs. 10,000/-
Quarterly Average Balance* (Savings Account)	NIL
No - Frill Account (Savings Account)	NIL
Average Balance Violation Charges - Current	Rs. 250/- per quarter
*QAB is the simple average of day-end balances for a calendar quarter	

**1-2. CHEQUE BOOK - PERSONALISED**

Account Title	Particulars
Current Account	Cheque book at the time of opening is "Free". Subsequent Rs.1/- per leaf
Savings Account	NIL

**1-3. STATEMENT OF ACCOUNT**

Account Title	Particulars
Monthly	NIL
Duplicate Statement	NIL
Via E-mail upon valid authorisation	NIL
*Minimum balance below Rs.1,000/- statement to be sent quarterly. Zero balance will not be sent	

**1-4. CHEQUE RETURN AND STOP PAYMENT**

Account Title	Particulars
Cheque returns (Due to financial reason)	Rs. 100 minimum and subsequently Rs. 1 per thousand (maximum 10,000/-)
Stop Payment (Single Cheque)	Rs. 100/-
Stop Payment (Range of Cheques)	Rs. 100 per cheque series

**1-5. DEMAND DRAFT, PAYORDER**

**(No Pay Order, Demand Draft, Electronic Transfer Charges for Customers based out of City)**

Account Title	Particulars
Pay Order	Rs. 100
Payable to Par check (PAP : Citi, Axis Bank, HDFC Bank)	Rs. 1.50 per thousand Min Rs.100 and Max Rs.3,000/-
Demand Draft (with transaction code 16)	Rs.1.50 per thousand Minimum Rs. 100 and Maximum Rs. 3,000/-
Demand Draft from other bank for remote location or Customer specific request	Rs. 100/- plus other bank actual charges
Pay Order Cancellation / Revalidation	Rs. 100/-
Demand Draft / PAP Cancellation / Revalidation / Duplicate	Rs. 100/-
ECS Debits and Credits	Free

**1-6. ELECTRONIC TRANSFERS AND CHEQUE COLLECTION**

Account Title	Particulars
IMPS Inward	Free
IMPS Outward	Rs. 1 to Rs. 1,000 - Free;
	Rs. 1,000 to Rs. 100,000 - Rs. 5/-;
	Rs. 100,000 to Rs. 200,000 - Rs. 10/-
NEFT Inward	Free
NEFT Outward	Free
RTGS Inward	Free
RTGS Outward	Free
Outstation Cheque for Collection (LCY) (Inward & Outward)- Savings Account	Upto and including 5,000 - Rs.25/-
	Above 5,000 and upto including Rs.10,000 - Rs.50/-
	Above 10,000 and upto and including Rs.100,000 - Rs.100/-
	Above 100,000 -Rs. 1 per '000. Max Rs.2,500/-
Outstation Cheque for Collection (LCY) (Inward & Outward)- Current Account	Upto and including 5,000 - Rs.50/-
	Above 5,000 and upto including Rs.10,000 - Rs.100/-
	Above 10,000 and upto and including Rs.100,000 - Rs.150/-
	Above 100,000 -Rs. 2 per '000. Max Rs. 5000/-
Cheque Collection under Speed Clearing (Savings and Current)	Up to and including Rs. 100,000 - NIL
	Above 100,000 -Ps. 0.50 per '000. Max Rs.2000/-

Where the bank uses CMS facility of the correspondent bank for realisation of instruments, then actual charges charged to the bank plus our service charges (Rs. 100) will be recovered

**1-7. DOOR STEP BANKING**

Account Title	Particulars
Cash Deposits/ Withdrawals upto Rs. 25,000/-	Rs. 250/- per visit
Cheque deposits	Rs. 250/- per visit

**1-7. INTERNET BANKING**

Account Title	Particulars
Password activation	NIL

Duplicate Password card issuance	Rs. 500/-
----------------------------------	-----------

**1-7. OTHER ACCOUNT RELATED CHARGES**

Account Title	Particulars
Interest on Temporary Overdraft	PLR + 4%
Standing Instructions	Rs. 100/-
Signature / Photo verification	Rs. 100/-
Balance Confirmation - Our format	Free
Balance Confirmation - Customer format**	Rs. 200/- plus actual courier chgs
Account Closure (Within 6 months)	Rs. 500/-
E-Tax Payments	Rs. 50/- per txn
Any other certificate issue	Rs. 100/-
**If requested sending to out of India, actual courier charges will be applicable	

**II. Forex Transactions**

**2-1. FOREIGN CURRENCY (Sale-Purchase)**

Account Title	Particulars
FCY a/c(EEFC etc.) transaction(To be applied to all the transaction)	0.125% in Lieu of Exchange Min. Rs 1,000 - Max. Rs. 10,000
FCY(Hard Currency) Purchase & Credited to INR acct	Rs. 250/-
FCY(Hard Currency) Sale	Rs. 250/-
FCY(Hard Currency) Purchase & Credited to USD Acct 0.	0.50% of the FCY Amt, Minimum USD 5
FCY(Hard Currency) Sale from USD Acct	0.50% of the FCY Amt, Minimum USD 5

**2-2. FOREIGN CURRENCY CHECK**

Account Title	Particulars
Outstation Cheque for Collection (FCY)	0.50% of the Rupee Amount(Min Rs. 150/- and Max. Rs. 2,500/-)
Cheque received under Collection from overseas bank	USD 25/-
Purchase of Traveler Cheques	· Handling Fee Rs. 250/- · Postage Rs. 250.00

**2-3. REMITTANCE**

Account Title	Particulars
Outward Remittance (non-trade)	· Handling Fee Rs. 350/- · Swift Charges Rs. 750/-
Issuance of FDD	Handling Fee Rs 350/-
Outward Remittance (non-trade) (When debiting USD A/C for Charges)	0.125% in Lieu of Exchange Min. Rs 350.00 - Max. Rs. 10,000 - Swift Charges \$ 20.00
Inward Remittance (non-trade) when crediting to INR A/C	Rs. 250/-
Foreign Inward Remittance Certificate	Rs. 300/-
Foreign Inward Remittance Certificate (Duplicate)	Rs. 1200/-
Submission of FCGPR	Rs. 3000/-
Submission of FCTRS	Rs. 3000/-
Liaison Office - Establishment / Extension / Winding-up	Rs. 3000/-

**III. Import**

**3-1. L/C Transactions (FCY)**

Account Title	Particulars
L/C Opening Commitment Charges	· 0.15% per quarter · Swift Charges Rs. 2,000
L/C Opening (Sight basis) Commission	0.20% upto 7 days Sight
L/C Opening (Usance basis) Commission Maximum Period allowed is 6 Months	· 0.40% upto three months · 0.099% per month thereafter
Amendment of LC ( Extension or amount change) Extension of validity of LC within three months period for which commitment charge has	· Rs.750/- and · SWIFT charges Rs.2000
Amendment other than extension of validity or enhancement of tenor of the bill of exchange/ value of L/C	Financial amendment ( Related to value and tenor) Charges applicable for LC issuance + 500 · SWIFT charges Rs.1000.00
Import documents under L/C Handling commission	· 0.15% of Rupee Amount (Min. Rs. 750/- Max 5000/-) · swift charges Rs. 2000
Shipping Guarantee Handling Charges (Bank Release Order) for docs under LC or Collection basis	· Rs. 1500/- Flat under L/C · 0.50 % of INR Equivalent of the Bill in case of clean documents Min 2000/- Max 5000/-

**3-2. COLLECTION BILLS (D/A, D/P)**

Account Title	Particulars
Commision on Import Bills under Collection where Exchange Margin is earned on FCY Bill	· 0.25% of Rupee Amount Min. 750/- Max 5000/- · swift charges Rs. 750

**3-3. DIRECT BILLS/ADVANCE PAYMENTS**

Account Title	Particulars
Direct/Advance Remittances Commission	0.15% Commission (Min. Rs. 1000/- Max Rs. 5000/- as Handling Fee) + Rs. 750/- Swift Charges
Direct/Advance Remittances Commission (When debiting USD A/C including for Charges)	0.125% in Lieu of Exchange + 0.15% Commission Min. Rs. 1000/- Max Rs. 5000/- as Handling Fee) + Swift Charges Rs. 750.00

**3-4. Other Misc Charges**

Account Title	Particulars
Request letters/NOC Issuances for other Banks/Customers	Rs. 750/-

**IV. EXPORT**

**4-1. L/C Transactions**

Account Title	Particulars
Commission on confirmation	Same as Charges of Import LC
Acceptance Commission ( in case of confirmed L/C).	0.15%
LC Advising commission	Rs 1500/- Flat for each L/C.
Ammdment advising commission	Rs.1250/- per Advising
Charges when :LC Returned and sent /advised again	Actual advising charges+Rs 350/-

Transfer of LC	Rs 1000/- for every advice of Transfer
<b>4-2. COLLECTION AND PAYMENT ABROAD</b>	
Collection for Foreign Currency instrument (immediate credit)	
Purchase /Discount	
Account Title	Particulars
International Drafts	20% p.a. for 7 Days+Postages
Foreign Cheque purchase	20% p.a. for 7 Days+Postages
Cheque drawn on foreign Bank(sent abroad on collection)	0.25%+Postages/courier Min Rs 100
Overseas courier charges	Rs. 2000/-
Postages	Rs.250/-
<b>4-3. EXPORT BILLS</b>	
Account Title	Particulars
Sent on collection basis (Including Bank Realisation Certificate Charges)	@ 0.0625%, Min Rs 350/- , Max Rs 1500/-
Documents against Advance Payment(Including Bank Realisation Certificate charge)	Rs 500/- Flat
Courier Charges	Rs.2,000/- per document
<b>4-4. Bills Purchased/Discounted/Negotiated</b>	
Account Title	Particulars
Processing Charges on each foreign Currency Export Bills, Purchased/Discounted/Negotiated	Rs. 1,500/- Flat plus applicable interest rate
Processing charges on each Rupee Export Bill Purchased/Discounted/Negotiated on which no exchange is earned	0.25% Min. Rs 1,500/- Flat plus applicable interest rate
For Forwarding Export documents on which no Collection Commission and /or exchange accrues to the remitting bank(l. e. from one bank to the other in india)	Rs,1,500/- per bill, courier charges Rs 500 - plus 0.125% in lieu of exchange
Signature Verification / Certification Charges	Rs 150/- per certificate
Extra invoice certification	Rs 5/- per invoice
Registration of Export Contracts	Rs 250/- Flat per contract and Rs 150/- per every amendment
<b>V. Inland L/C Operations (Trade Finance)</b>	
<b>5-1 Inland L/C</b>	
Account Title	Particulars
LC Opening Commitment Charges per quarter	0.2% (Min. Rs. 1,500/- Max)
Usance Charges upto 7 days	0.2% (Min. Rs. 1,500/-)
7 days to 3 months	0.4% (Min. Rs. 1,500/-)
for each additional month	0.20%
Documents Handling Charges	0.25% (Min. Rs. 1,500/-)
Amendments - Increase in value & extension	refer LC Opening - Commitment and Usance
Other Amendments - without Increase in Value & Extension	Rs. 1,000/-
Inland Bills sending under collection	Rs. 1,250/- Handling Fee + Rs. 250/- Postage
<b>5-2 INLAND BILLS DISCOUNTED</b>	
Account Title	Particulars
Handling Charges	Rs 700/- per bill
Interest Rate	As per terms of Sanction
<b>VI. CREDIT RELATED CHARGES</b>	
<b>6-1 SANCTION OF CREDIT FACILITIES</b>	
Account Title	Particulars
Processing Fees for fresh Credit facilities sanctioned	For Fresh/New sanctions including Bank Guarantees/letters of credit : 0.50% to 1% of the sanctioned loan amount with a maximum ceiling of processing charges to be collected of Rs 10 Lakhs only.However minimum Rs 50,000/- should be charged/collected.
Processing Fee for renewal/extension of Credit Facilitiesincluding Bank Guarantees/Letter of Credit Facilities	0.25% to 0.50% of loan amount subject to minimum Rs.25,000/ (Sanctioning Authority will decide the exact quantum of fee on a case-to-case basis as per future business prospects, complexity of case and risk perception)
<b>6-2 MISC ACTIVITIES OF CREDIT DEPARTMENT</b>	
Account Title	Particulars
Solvency Report	Rs. 2500/-
Local Credit Report	Rs 300/- + Cost of Agency
Foreign Credit Report	Rs 300/- + Telex or Postage + Cost of Agency
Periodic inspection of stocks	Rs. 250/- + Cost charged by Agency
Credit Report from Credit Information Company- CIBIL	Rs.150/-
<b>6-3 FORWARD CONTRACTS</b>	
Account Title	Particulars
For booking of Sale and Purchase Contracts	Rs 350/- Flat per contract
For each request for early delivery, extension or cancellation	RS 250/- Flat + swap cost, interest on outlay of funds and cancellation charges where Applicable
<b>6-4 BANK GUARANTEES</b>	
Account Title	Particulars
Performance Guarantee	0.10 to 2 % pa
Others (Including Financial Guarantee)	0.10 to 3% pa
BG Issuance Commission/ Charges (Minimum)	Rs.1,000/-
Commission shall be calculated from the date of issue till the date of expiry	
For BG Commission received in foreign currency on the day of demand itself, Mid-Rate will be applied.	
However, in case of time lag between demand and actual receipt of commission(which is to be remitted from overseas), TT buying rate of demand date will be applied by the Bank	BG commission is to be remitted from overseas and there is difference between claiming date and conversion date, the bank may claim T/T buying rate on the claim date.
In case of cancellation of Bank Guarantee before the expiry date, the commission collected in Advance shall not generally be refunded	
Bank Guarantee Amendment Charges other than extension of date and change in amount	Rs.1,250/-

The Sanctioning Authority of the bank is empowered to waive/reduce any of the charges	
<b>VII. OTHER MISCELLANEOUS CHARGES</b>	
Account Title	
MT 940 Charges	Rs. 2,400 p.m
Issuance of various Bank Certificates. Eg. GR Waiver	Rs. 750/-
ECB	
Obtaining LRN	Rs. 5,000/-
Submission of Monthly Reports -(eg ECB2 Stmt)	Rs. 250/-
Any exceptional case (eg extensions etc)	Rs. 3,000.00
Correspondences to Regulators on various other issues, not covered in the Schedule of Charges	Rs 500 per instance

### Visa Debit Card related Charges

Sr	Reference	Classic Card	Platinum Card
1	Type of Cards	Classic	Platinum
2	Card Name	Classic Debit Card	Platinum Debit Card
3	Issue to Whom	Individual/Corporate	Individual/Corporate
4	If customer wants the photo on the card	-	-
5	Monthly Average Balance Should be in Primary account*	-	50,000.00
6	Non maintained of Monthly Average Balance	-	Less than 25,000=70 025,000 to 49,999 = 500
7	Daily ATM cash withdraw Limit	25,000.00	50,000.00
8	Daily POS / E-COM Limit	50,000.00	150,000.00
9	Enrolment Fee	-	-
10	Annual Fee From Second year	100	-
11	Re-Issuance on expiry of the card	-	-
12	Re-Issuance otherwise	200	200
13	Card Replacement	-	-
14	Pin Replacement	-	-
15	Re-PIN	50	50
16	Number of Free ATM transactions (financial or non financial) Domestic	5	0
17	Charges After free allotted cash withdrawal (transactions Domestic)	25	0
18	Charges After free allotted Balance Enquiry (transactions Domestic)	15	0
19	Charges on the POS	-	-
20	Number of Free ATM transactions (financial or non financial) (International)	-	-
21	Balance Enquiry charges on the ATM (International) from first transaction	25	25
22	Charges on the ATM cash withdrawals from first transaction (International)	Rs 125/-	Rs 125/-
23	Charges on the POS transactions from first transaction (International)	-	-
24	Blocking Charges	-	-
25	Chargeback with Documentation	100	0
26	Copy Request	100	0

- Penal interest will be recovered at the applicable rates for non-payment of any fee/commission due to the Bank.
- In addition, any other out of pocket expenses incurred by the Bank will be recovered at actuals.
- All pricing items will be subject to applicable taxes, levies, duties or similar charges.
- Any other charges levied will be at the discretion of Bank.
- Stamp duty charges applicable in the respective states as per Govt. regulations from time to time will be recovered wherever applicable.
- The above schedule of charges will only apply in cases where specific customer level pricing approval/sanction is not in place.

#### Disclaimer:

The information provided is of general nature. The charges/interest rates are purely indicative and may be subject to change from time to time without any prior notice and at the sole discretion of Shinhan Bank or its affiliates, as the case may be.

The information contained herein is subject to specific terms & conditions in relation to each such product/service offered, as detailed by Shinhan Bank from time to time. The products/services are subject to RBI rules and other applicable laws and regulations.