



GENERAL BANKING TERMS & CONDITIONS

Conditions applicable from April 2024

These terms of account can be amended anytime.

Our branches are open from 8.00 am to 4.00 pm from Monday to Friday except on public holidays



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
ACCOUNT OPENING		
Account Opening fees	Free	
Minimum average monthly balance	50 000 000	
Debit interest rate	TBB± Negotiable margin	
Turnover commission	0.025%	Per month
Highest overdraft Commission	0.020%	Per quarter
Account maintenance fee – Corporate	75 000	Per month
Cheque book(s) issuance	Free of charge	
BANK AND CERTIFIED CHEQUES & PAYMENTS		
Bank cheques - Manual	4 000	
- Electronic	3 500	
Certified cheque	3 500	
Cancellation of Bank/certified cheques	4 000	
Counter cheque - Corporate	35 000	
LOCAL TRANSFERS		
Within Standard Chartered Bank accounts	Free of charge	Same day value
To other Banks Manual SYSTAC (< 100 000 000) SYGMA (> 100 000 000) Electronic: SYSTAC (< 100 000 000) SYGMA (> 100 000 000)	10 000 35 000 1 500 2 500	Value date J+1 if received before 9:30am Per beneficiary Per beneficiary Value date J+1 if received before 9:30am Per Beneficiary Per beneficiary
Transfer Repair / Recall	5 000	
Standing Orders: setting fees	10 000	Note: if interbank, XAF 3 000 per transfer
Amendment of Standing order	7 000	
Cancellation of Standing Order	7 000	
Unpaid Standing order (except account to account)	5 000	
LOCAL COLLECTION AND PAYMENT		
Cash deposits		
SCB network	Free of charge	J + 1
Cash pick up	As per proforma invoice	Min 21 000 / collection
Funds received	Free of charge	
Cash withdrawal		
SCB network	Free of charges	J – 1
Delivery of funds	As per proforma invoice	Min 50 000 / delivery
« Cash Over the Counter » for clients “Cash Over the Counter” for non-clients	10 000 100 000	Per transaction Should be a Client of another subsidiary of Standard Chartered Bank Group
Cheques		
Clearing (SYSTAC)	Free of charge	cheques above XAF 100million not accepted
Non-compliant cheques cleared manually	20 000 + Correspondent fees	cheques above XAF 100million not accepted
Stop cheques	15 000	Per cheque
Release over a stop cheque	15 000	Per cheque
Warning letter for unpaid cheque	15 000	Per cheque
Drafts (Manual clearing)		



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Collection fees	0.45% of the draft face value, minimum 5 000	
Acceptance fees	0.2%	Minimum 10 000
Handling fees	500 per draft	
Communication	30 000	
Correspondent fees	Depending the correspondent	
UNPAID CHEQUE AND DRAFTS		
Unpaid Drafts/cheques		
Issuer being Standard Chartered Bank Client		
- Up to XAF 500 000	30 000	
- Between XAF 500 001 and XAF 10 000 000	50 000	
- Over XAF 10 000 001	100 000	
Stop payment of Cheque/Draft	15 000	
Payment incident notice letter/ Attestation of regularisation/ certificate of non-payment	50 000 per letter/attestation	
Penalty for non-regularisation of payment incident within 30days	XAF 10 000	Per tranche of XAF100 000
REMUNERATED ACCOUNTS		
Term Deposits (TD) - interest	Negotiable	
Certificate of Deposit (COD)	Negotiable	Interests postpaid
Penalties for early termination of the contract (COD or TD)	0.4% flat	
Withholding tax	As advised	CODs are exempted
LOANS		
Arrangement or renewal fees	As per offer terms	
Setting fees	As per offer terms	
Temporary overdraft	As per bank notice. Min 250 000 Flat + Interest at 15% Prorata Temporis	
Pledge on COD & TD	As per notary fee note	
Other pledge and mortgage	As per notary fee note	
Registration of Bank facility letters	As per Notary fee note	
DISCOUNTS (DRAFTS AND CHEQUES)		
Arrangement or renewal fees	As per offer terms	
Period	180 days maximum	
Interest	TBB, ± negotiable margin	
Handling fees	0,5% of draft amount (minimum 50 000)	
Maturity's prorogation: prorogation fees	0.25%	Minimum 10 000
BONDS & GUARANTIES		
Arrangement or renewal fees	As per offer terms	
Customs Guarantees		
Documentation	50 000	Per file
Issuance Fee	0.5% per indivisible quarter	Min. 50 000
Fees per article	15 000	
Release Total / partial	15 000	
Delay penalty in reception of release	30 000/bonds/month	
Amendment	0.25% flat	Min 50 000
Cancellation	50 000	



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Other Guarantees		
Documentation	30 000 but 100 000 if backed up by a Counter Guarantee	
Issuance fee	0.5% per calendar indivisible quarter	Min. 50 000
Release	15 000	
Amendment	0.25% flat	Min 50 000
Cancellation	50 000	
INTERNATIONAL TRANSFERS		
Transfers / Bank Drafts / Standing Orders		
Funds Transfer Commission out of CEMAC	1.0%	Excluding sourcing commission paid to Central Bank (0.5%)
Other correspondent bank charges (if any)	As charged by offshore banks	
Standing Order setting fees	15 000 Flat	+ All commissions cited above
Other service fees	As per fee note	
Cancellation of Bank Draft in foreign currency		
Correspondent bank charges (if any)	As charged	
Communication	30 000	
Funds received		
Handling charges	0.25%	
Funds transfer from accounts of companies in the extractive sector		
Transfer from Domiciliary Account of companies in the Extractive Industry to Beneficiaries within CEMAC (local) only.	XAF 100 000 (equivalent in foreign currency of transaction)	Per beneficiary
Transfer from Domiciliary Account of companies in the Extractive Industry to Beneficiaries outside CEMAC (international) only.	XAF 100 000 (equivalent in foreign currency of transaction)	Per beneficiary
Funds returned to the sender		
All related International transfer commissions from Domiciliary Account	1%	
Communication	30 000	
Other correspondent bank charges (if any)	As charged	
Overdue documents		
	90 000 per file per month	
OTHER BANKING SERVICES		
Garnishee orders / quasi garnishee / Account frozen / other incidents/	50 000 per file	
Bank statement - Corporate	5 000	Per page
eBank statement e-advices	Free of charge 100 per day / 1 000 per week / 2 500 per month.	Subscription on request
Audit confirmation	50 000	Per client
Duplication	75 000	Per item
Notification / unpaid cheque / reception of documents	1 000 / notification	
Notification change of address	Free of charges	
Account closure	50 000 before 6months	



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
- Corporate	20 000 after 6 months	
Attestation of Account Domiciliation - Corporate	25 000 / attestation	
Attestation of Non-indebtedness - Corporate	100 000	
Investigations <u>Delivery</u> 1 month - 03 months: 02 days 03 months - 12 months : 04 days 01 year – 02 years : 02 weeks 02 years – 05 years: 01 month 05 years and over: depending possibilities	1 000 / page 1 500 / page 1 500 / page 2 000 / page Minimum 5 000 / page	
Communication		
Within Cameroon		
Recommended letters	10 000	
express courier	15 000	
Statement by Swift	30 000	Per month max 3 accounts
Out of Cameroon		
DHL	30 000	
Swift	30 000	Per month max 3 accounts
VALUE DATES		
Value date Credit	J + 1	If received before 10 am
Value date Debit	J – 1	
INTERNET BANKING SERVICE		
Reporting (Account balance / bank statement)	Free of charge	
Online payments		
Installation fees	50 000	02 Digipass free of charges
Additional Digipass	5 000	
Quarterly maintenance fees	15 000	
SPECIAL SERVICES		
Dedicated Dispatched Service	As per fee note	on demand
INTERNATIONAL TRADE / OPERATIONS DU GUCE		
Import Letter of Credit Issuing		
Arrangement or renewal fees	As per facility conditions	
Issuance commission	0,75% per calendar indivisible quarter	Min. 50 000 per quarter to be collected upfront
Documentation	50 000 flat	
Communication	30 000 flat	
Import Loan		
Import Loan	As per offer terms	
IMPORT LETTER OF CREDIT – AMENDMENT		
Issuance commission (if validity prorogation or amount increase)	0,75% per calendar quarter indivisible	Min. 50 000 per quarter to be collected upfront
Handling fees	0.2% flat	Min 50 000
Communication	30 000 flat	
LETTER OF CREDIT – SIGHT PAYMENT		
Reviewed fees	35 000 flat / drawing	



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Transfer Commission	1.0%	Min.50 000, to be collected on the day of settlement
Exchange Commission (for currencies other than Euro)	Waived	Minimum 50 000
Communication	Waived	
LETTER OF CREDIT- ACCEPTANCE		
Acceptance Commission	0.75% per calendar quarter indivisible	Min 50 000
Documentation	50 000 flat	
Communication	30 000 flat	
Payment	(same as LC sight payment conditions)	
OTHERS		
Discrepancy fees	100 000 flat	To be deducted from proceeds
SIGHT IMPORT BILL FOR COLLECTION		
Documentation	50 000 flat	
Bank Commission	1 %	Min. 25 000
Exchange Commission (for currencies other than Euro)	Waived	Waived
Communication	Waived	
ACCEPTANCE IMPORT BILL FOR COLLECTION		
Documentation	50 000 flat	
Bank Commission	1%	Min. 25 000
Acceptance commissions/amend narrative from existing to Acceptance commissions	0.75% per calendar indivisible quarter	Min. 25 000;
Communication	30 000 flat	
OVERDUE, DOCUMENTS RETURNED UNPAID, DOCUMENTS FREE OF PAYMENT, DOCUMENTS SENT TO ANOTHER BANK		
Overdue fees	0.05% of transaction amount per file per month	Min 75 000 per file per month
Documents returned unpaid	75 000	Claimed from remitting bank.
Documents free of payment	75 000 per file	Claimed from customer
Documents sent to another bank	75 000 per file	Claimed from the new presenting bank
EXPORT LETTER OF CREDIT – ADVISING		
Advising	0,25% of the amount	Min. 50 000
Documentation	50 000 flat per file	
Confirmation	0.75% per calendar indivisible quarter	
Communication	30 000 flat	
EXPORT LETTER OF CREDIT – AMENDMENT		
Additional advising commission (if validity prorogation or amount increase)	0,25%	Min. 50 000
Amendment	0.1% flat	Min 50 000
Confirmation	0.75% per calendar quarter indivisible	
Postage	30 000 flat	
EXPORT LETTER OF CREDIT – SIGHT PAYMENT		
Bank commission	0.5% per drawing	Min. 50 000
Negotiation	1% per drawing	Min. 50 000
Discrepant documents	100 000 flat	
Verification of documents	100 000 flat	
Handling charges	50 000	
Courier	20 000 flat	
EXPORT LETTER OF CREDIT – USANCE PAYMENT		



NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Bank commission	0.5% per drawing	Min. 50 000
Negotiation	1% per drawing	Min. 50 000
Discrepant documents	100 000 flat	
Verification of documents	50 000 flat	
Handling charge	30 000	
Acceptance/usance	0,75% per quarter indivisible	
Courier	20 000 flat	
CANCELLATION/UNUSED LC FEES		
Cancellation	0.15% flat	Min 50 000
Postage	30 000 flat	
EXPORT BILL FOR COLLECTION		
Documentation	50 000 per file	
Reviewed fees	15 000 per file	
Bank commission	0.5%	Min. 15 000
Postage	30 000 flat	
CUSTOMS DUTIES (BDT)		
Documentation with SGS VERIFY (PVI)	15 000 flat	
Commissions with SGS VERIFY (PVI)	0.1% of custom declaration amount	Min. 10 000
Commissions without SGS VERIFY (HORS PVI)	0.15% of custom declaration amount	Min. 2000
DOMICILIATION		
Domiciliation of SGS Import Declaration	Waived	
Invoice domiciliation	Waived	
Amendment	Waived	
Imputation by another Bank	15 000	
Non-financing Certificate to other Banks	15 000	
OPEN ACCOUNT FINANCING		
Invoice Financing, Bill Discounting Against Buyer's Risk - etc)	As per offer terms Additional 1% flat all-inclusive transfer commission for cross-border transactions only	

Important Notice

- Above amounts are in XAF and without VAT.
- Tax payments attract a commission of 10% of the transaction value subject to a minimum of 5,000fcfa and a maximum of 10,000fcfa whichever is applicable
- International transfers for Outward Telegraphic Transfers, Letters of Credit, Bills for Collection, Cross-Border Invoice Finance etc involving conversion of local currency to foreign currency will attract 0.5% (flat) commission charged by the Central Bank in addition to the transfer commission.
- These terms and conditions are applicable from April 2024 and are subject to change. Any amendment to these tariffs will be communicated to clients accordingly
- Documentary and Open Account Trade fees are as negotiated by the clients
- Our branches are open from 8.00 am to 4.00 pm, from Monday to Friday except on public holidays.

Please contact our branches for more information