



GENERAL BANKING TERMS & CONDITIONS

Conditions applicable from January 2018
These terms of account can be amended anytime.
Our branches are opened from 8.00 am to 4.00 pm
From Monday to Friday

Douala : Tel. +237 233 43 52 00 - fax : + 237 233 42 27 89

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NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
ACCOUNT OPENING		
Opening fees	Free	
-		
Minimum average monthly balance	50 000 000	
BANK AND CERTIFIED CHEQUES & PAYMENTS		
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	
Account maintenance fee – Individuals	Not Applicable	Per month
Cheque book(s) issuance	Free of charge	
BANK AND CERTIFIED CHEQUES & PAYMENTS		
Bank cheques - Manual	4 000	
- Electronic	2 000	
Certified cheque	2 000	
Cancellation of Bank/certified cheques	4 000	
Counter cheque		
- Corporate	35 000	
- Individual	Free of charge	
LOCAL TRANSFERS		
Within Standard Chartered Bank accounts	Free of charge	
To other Banks		
Manual		
SYSTAC (< 100 000 000)	4 000	Per beneficiary
SYGMA (> 100 000 000)	25 000	Per beneficiary
Electronic:		
SYSTAC (< 100 000 000)	1 500	Per Beneficiary
SYGMA (> 100 000 000)	2 500	Per beneficiary
Transfer Repair / Recall	5 000	
Standing orders : setting fees	10 000	<u>Note</u> : if interbank, XAF 3 000 per transfer
Amendment of Standing order	7 000	
Cancellation of a 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	10 000	Per transaction
“Cash Over the Counter” for non-clients	100 000	Should be a Client of another subsidiary of Standard Chartered Bank Group
Cash withdrawal from SCBC ATM with SCBC electronic card	Free of charge	
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

NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Drafts (Manual clearing)		
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		
If issuer is client of other banks	10 000	
If issuer is 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	
Unpaid in foreign currencies	20 000 + Correspondent fees + standard collection fees	
Payment incident notice letter/ Attestation of regularisation/ certificate of non payment	50 000 per letter/attestation	
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	TPRCM at 16.5% of interests earned	CODs are exempted
FOREIGN CURRENCY NOTES		
Purchase of foreign currency notes	5 000	Flat
Sale of foreign currency notes		
EURO	4% of the amount	Minimum 10 000
Other foreign currencies	4% of the amount	Minimum 10 000, day rate
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

NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
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	
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		
Transfer Commission (out of CEMAC)	0,5%	
Communication	30 000	
Other correspondent bank charges (if any)	As charged	
Exchange Commission (for currencies other than Euro)	0.4%	Minimum 50 000
Standing Order setting fees	15 000 Flat	+ All commissions cited above
Bank Draft in foreign currency	15 000 Flat	+ All commissions cited above
Other service fees	As per fee note	
Cancellation of Bank Draft in foreign currency		
Other correspondent bank charges (if any)	As charged	
Communication	30 000	
Funds received		
Handling charges	30 000	
Funds returned to the sender		
All related International transfer commissions		
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 per month	
Inheritance	As per fee note	
Bank statement - Corporate - Individual	5 000 Free of charge	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
Duplicata	75 000	Per item
Notification / unpaid cheque / reception of documents	1 000 / notification	
Notification change of address	Free of charges	
Account closure - Corporate - Individual	50 000 before 6 months 20 000 after 6 months 5000	
ATM card (Individuals)	10 000	per annum
Attestation of Account Domiciliation - Corporate - Individual	25 000 / attestation Free of charge	
Attestation of Non-indebtedness - Corporate - Individual	100 000 Free of charge	
Investigations		
Delivery		

NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
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 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	
Transfer Commission	0.5%	Min.50 000, to be collected on the day of settlement
Exchange Commission (for currencies other than Euro)	0.4%	Minimum 50 000
Communication	30 000	
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	0,50%	Min. 25 000
Exchange Commission (for currencies other than Euro)	0.4%	Minimum 50 000
Communication	30 000 flat	

NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Acceptance import bill for collection		
Documentation	50 000 flat	
Bank Commission	0,50%	Min. 25 000
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		
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	15 000	
Commissions	0,10%	Min. 10 000
Domiciliation		

NATURE OF TRANSACTIONS	PRICING (HT) – IN XAF	OBSERVATIONS
Domiciliation of SGS Import Declaration	15 000	
Invoice domiciliation	15 000	
Amendment	15 000	
Imputation by another Bank	15 000	
Non financing Certificate to other Banks	15 000	

N.B: Above amounts are in XAF without VAT.

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Contact our branches for more information