

Business Banking

Schedule of Charges

August 2021



standard
chartered

General

This Tariff applies to normal transactions. Stamp duty, correspondent charges and other out-of-pocket expenses, if any, may be added.

The Bank reserves the right to assess charges on transactions which are not covered by this schedule and to amend without prior notice the terms, conditions or rate, stated in this schedule.

- N.B:
- 1) VAT is applicable at 15% on all fees and commissions
 - 2) Govt. excise duty is applicable as per Government Regulations
 - 3) \$ indicates USD unless otherwise stated

Transaction Banking Products		
Criteria/Service Type	Frequency/Range	BDT
1 Current Account		
Minimum Balance Requirement	At the time of account opening	Tk 1,000/-
Minimum Average Balance	Monthly Requirement to maintain account Relationship	Tk 500,000/-
Account Maintenance Fee	Per account Half yearly basis	Tk 300/-
2 Special Notice Deposit (SND) Account		
Minimum Balance Requirement	At the time of account opening	Tk 500/-
Minimum Average Balance	Monthly Requirement to maintain account Relationship	Tk 500,000/-
Account Maintenance Fee	Per account Half yearly basis	Tk 500/-
3 Export Retention Quota (ERQ) Account		
Minimum Balance Requirement	At the time of account opening	Nil
Minimum Average Balance	Monthly Requirement to maintain account Relationship	Nil
Account Maintenance Fee	Per account Half yearly basis	FREE
4 Account Closing Fee		
Current Account	per account	Tk 300/-
Savings account	per account	Tk 200/-
SND Account	per account	Tk 300/-
Other Account	per account	Tk 300/-
5 Cheque Book Charges		
1st 25 leaf cheque book		FREE
Subsequent 25 leaf cheque book		Tk 200/-
Subsequent 50 leaf cheque book		Tk 400/-
6 Statements/Certificates		
NOC (IRC/ERC)	per certificate	Tk 300/-
Account Statements	Min 2 copy per year	FREE
Duplicate Statement (through branch)	Per request (current year)	Tk 500/-
Duplicate Statement (through branch)	Per request (previous year)	Tk 1,000/-
Balance Confirmation Certificate Fee	Per additional request (more than half yearly)	Tk 100/-
Bank Certificate	per certificate	Tk 200/-
BO Account Certificate	per certificate	Tk 100/-
Certificate for inward remittance	per certificate	Tk 200/-
Certificate for interest	per certificate	Tk 200/-
Proceed realisation certificate	per certificate	Tk 500/-
Duplicate savings certificate/Declaration in lieu	per certificate	Tk 500/-
Statement Authentication Certificate	per certificate	Tk 200/-
Loan Certificate	per certificate	Tk 200/-
7 Online Charges		
Deposit Transaction (inter city)	TXN Volume Below 50,000	FREE
Deposit Transaction (inter city)	TXN Volume 50,000 to Below 500,000	FREE
Deposit Transaction (inter city)	TXN Volume 500,000 to Below 5,000,000	FREE
Deposit Transaction (inter city)	TXN Volume From 5,000,000	FREE
Withdrawal Transaction (inter city)	TXN Volume Below 100,000	FREE
Withdrawal Transaction (inter city)	TXN Volume 100,000 to Below 1,000,000	FREE
Withdrawal Transaction (inter city)	TXN Volume 1,000,000 to Below 5,000,000	FREE
Withdrawal Transaction (inter city)	TXN Volume From 5,000,000	FREE
8 Standing Instruction (SI)		
Standing Instruction Setup		FREE
Standing Instruction Amendment		FREE
Standing Instruction (internal)		FREE
Standing Instruction (external)		Tk 50/- + normal remittance charge per SI
Cancellation of SI		FREE

9	Stop Payment Instruction		
	Stop payment - single cheque	per request	Tk 100/-
	Stop payment - cheque book	per request	Tk 100/-
	Stop payment - BDT Draft	per request	Tk 100/-
	Stop payment - Fcy Draft	per request	Tk 200/-
	Cancellation of Stop Payment	per request	Tk 50/-
10	Cheque/Draft Encashment		
	Encashment of outstation cheques	per cheque	Tk 250/-
	Counter Transaction		FREE
11	Fund Transfer - Inward		
	Telex Swift - non customer	per transaction	Tk 500/-
	Transfer to another bank - non customer	per transaction	Tk 500/- + PO charges
	Follow up/Enquiry of swift/telex inward payment msg	per message	USD 10/-
12	Fund Transfer - Outward		
	Cheque Issuance - Bangladesh Bank- LCY	per cheque	Tk 300/-
	Cheque Issuance - Bangladesh Bank FCY	per cheque	USD 10/-
	Pay Order Issue	per instruction	Up to Tk 1,000 - Tk 20 Tk 1,001 to Tk 100,000 - Tk 50 More than Tk 100,000 - Tk 100
	Demand Draft Issuance - LCY	Volume	For LCY, Up to Tk 1,000 - Tk 20 Tk 1,001 to Tk 100,000 - Tk 50 Tk 100,001 to Tk 500,000 - Tk 100 Tk 500,001 to Tk 1,000,000 - Tk 200 More than Tk 1,000,000 - Tk 300
	Demand Draft Issuance - FCY	Volume	For FCY, Up to Tk 100,000 - Tk 100 Tk 100,001 up to Tk 500,000 - Tk 200 Tk 500,001 up to Tk 1,000,000 - Tk 300 More than Tk 1,000,000 - Tk 500
	Cancellation of PO	per cheque	Tk 50/-
	Cancellation of DD	per cheque	For FCY, Tk 200/- For LCY, Tk 50/-
	Repurchase of Draft FCY		FREE
	Telex Transfer LCY	per transfer	For LCY, Up to Tk 1,000 - Tk 20 Tk 1,001 to Tk 100,000 - Tk 50 Tk 100,001 to Tk 500,000 - Tk 100 Tk 500,001 to Tk 1,000,000 - Tk 200 More than Tk 1,000,000 - Tk 300
	Telex Transfer FCY	per transfer	For FCY, Up to Tk 100,000 - Tk 100 Tk 100,001 up to Tk 500,000 - Tk 200 Tk 500,001 up to Tk 1,000,000 - Tk 300 More than Tk 1,000,000 - Tk 500
	RTGS	per transaction	Tk 100/-
	Manual Bulk Transaction Processing Charge	per batch	Tk 10,000/-
13	Cheque Clearing Fee/BEFTN Transaction Fee		
	Regular Value Clearing	Below Tk. 50,000	FREE
	Regular Value Clearing	Tk 50,000 to Below Tk. 500,000	Tk 10/-
	Regular Value Clearing	Tk. 500,000 and Above	Tk 25/-
	High Value Clearing (Same Day)	Tk. 500,000 and Above	Tk 60/-
	Any EFT Transaction (BEFTN)		FREE
	Inward clearing cheque dishonored due to insufficient fund	per cheque	Tk 50/-
14	Fund Transfer Through 3rd Bank		
	Beneficiary Bank/3rd Party	Volume	0.25% (Minimum Tk. 500/-)
	Demand Draft Issuance - 3rd Party	Volume	0.15% of LCY (Minimum Tk. 100/- and Max Tk. 500/-)
15	Cheques for Collection/Purchase		
	Cheque Collection Inward LCY		FREE
	Cheque Collection Inward FCY	per cheque	USD 10/-
	Cheque Collection outward LCY	Volume	0.25% (Min Tk 300/-, and Max Tk 1,500/-)
	Cheque Collection Outward FCY (drawn on banks in BD)	per cheque	USD 5/-
	Cheque Collection Outward FCY (abroad)	Volume	0.25% (Min Tk 750/-)
	Cheque collection (LCY dividend warrants)	Volume	0.10% (Min. Tk 75/-)
	Cheque purchase FCY	Volume	1% (Min. Tk 750/-, Max Tk 5,000/-)

Cheque Collection Return	per cheque/item	Tk 50/-
Cheque Purchase Return	per cheque/item	Tk 50/-
FCY Collection (Drawn on Local Banks)	per cheque/item	BDT 1,200 + other bank charges (if any)
Return of FCY Collection cheque (Drawn on Local Banks)	per cheque/item	BDT 100 + other bank charges (if any)
16 Cost of Stationery		
T/M Forms, C Forms & all other Forms		FREE
Annexure Fees	per item	Tk 100/-
Forwarding mail on behalf of customer	per mail	Tk 100/- + cost
Duplicate Advice	per advice	Tk 100/-
Processing various applications/remittance	per applications	Tk 500-2,500/- + TT charge
17 Customer Value Propositions		
Auto Bills Pay	enrollment	FREE for all
e-statement	enrollment	FREE for all
18 Postage/Mail		
Registered Cover	At Actual	
Courier Inside Country (To Beneficiary)	At Actual	
Courier Inside Country (To Customer Premises)	At Actual	
Courier Outside Country	At Actual	
19 Straight 2 Bank		
Installation Charge (One Time)	Per Setup	Tk 2,000/-
Monthly Charge	Cash Reporting Option	Tk 500/-
Monthly Charge	Cash Reporting and Payment Option	Tk 1,000/-
Security Token	Per Token	1st two Free. Tk 1,000/- for every additional Token
Security Token Replacement (Lost/Damaged)	Per Token	Tk 3,000/-
RTGS	Per Transaction	Tk 20/-
Salary Transfer		FREE
Pay Order Issuance	Per Item	Up to Tk 1,000 - Tk 20 Tk 1,001 to Tk 100,000 - Tk 50 More than Tk 100,000 - Tk 100
Courier Delivery Fee	Per Item	At Actual
20 International Debit Card (Applicable for ERQ Account holders only)		
Annual Fee	USD 30/-	
Replacement Card Fee	USD 5/-	
Off-us ATM Balance Enquiry	Fee USD 1/- (not applicable for Standard Chartered Bank Bangladesh ATMs)	
Off-us ATM Withdrawal	Fee USD 3/- flat rate irrespective of cash withdrawal amount (not applicable for Standard Chartered Bank Bangladesh ATMs)	
Currency Conversion Mark-up	3% (applicable for both ATM & POS transactions denominated in currency other than USD)	
The Following Transaction Banking Services (Item 21 - 24) are Available to Sole Proprietorship Concerns Only		
21 Debit Card		
Debit Card Annual Fee	Per Card	Tk 600/-
Debit Card Replacement Fee	Per Card	Tk 300/-
Cash Withdrawal from other bank's VISA ATMs	Per Transaction	Tk 15/-
ATM cash Withdrawal fee (Transactions coming through NPSB network)	Per Transaction	Tk. 15 (Including VAT)
Voucher Retrieval Fees	per retrieval (up to 3 months)	Tk 100/-
Voucher Retrieval Fees	per retrieval (more than 3 months)	Tk 500/-
CCTV image retrieval request	per request	Tk 1,500/-
22 Auto Coupon Encashment		
One time custodial fee	enrollment, purchased before 2010	Tk 500/-
One time custodial fee	enrollment, purchased on 2010 and onwards	Tk 1,000/-
23 FCY Issuance		
Foreign Currency Issuance (Min. Tk 500 for Non Customer)		1% FCY issuance
Withdrawal of Cash from FCY Accounts		FREE
FCY note deposit in FCY accounts		FREE
Transfer of funds from FCY A/C to BDT A/C		FREE
24 Customer Value Propositions		
Client Centre	enrollment	FREE for all
Internet Banking	enrollment	FREE for all
Duplicate Statement (through Client Centre)	per request (current month)	FREE
Duplicate Statement (through Client Centre)	Per requested year (current year)	Tk 100/-
Duplicate Statement (through Client Centre)	Per requested year (previous year)	Tk 200/-
Certificate of Fcy endorsement	per certificate	Tk 200/-

Loan Products		
25	Business Instalment Loans (BIL)/Business Instalment Finance/Orjon	
Loan Processing Fee	Loan value	0.50% or Tk. 15,000 whichever is lower for up to Tk. 50.00 Lac Loan. 0.30% or Tk. 20,000 whichever is lower for more than Tk. 50.00 Lac Loan.
Stamp Charge		At Actual
Early Settlement Fee ¹	Outstanding value	Free for Cottage, Micro, and Small industries; 0.50% for other industries
CIB Charge		Tk. 100/-
26	Loan Against Property/Finance Against Property/Commercial Mortgage/Saadiq Commercial Mortgage	
Loan Processing Fee	Loan value	0.50% or Tk. 15,000 whichever is lower for up to Tk. 50.00 Lac Loan. 0.30% or Tk. 20,000 whichever is lower for more than Tk. 50.00 Lac Loan.
Stamp Charge		At Actual
Early Settlement Fee ¹	Outstanding value	Free for Cottage, Micro, and Small industries; 0.50% for other industries
Valuation Fee	Per property at actual	Tk. 4,000 - 10,000/-
Legal Fee for external legal opinion on property documentation	Per property	Tk. 5,000/-
Non Encumbrance Certificate (NEC)	Per certificate	Tk. 1,500 - 2,500/-
Original Deed Collection From Concerned SRO	Per deed	Tk. 1,000 - 1,200/-
Land Tax Receipt in Dhaka, DCR, AC Land Mutation, Token of Deed, Title Deed		Tk. 800 - 1,000/-
C.S, S.A, R.S, BS & City Parcha		Tk. 1,000-1,200/-
Power of Attorney Acceptance Letter of RAJUK	Per letter	Tk. 2,000/-
Power of Attorney Acceptance Letter of MOW	Per letter	Tk. 2,300/-
Power of Attorney Acceptance Letter of NHA	Per letter	Tk. 2,300/-
Power of Attorney Acceptance Letter of CDA	Per letter	Tk. 2,500/-
RAJUK Mutation	Per mutation	Tk. 2,000/-
Ministry of Works (MOW) Mutation	Per mutation	Tk. 2,300/-
National Housing Authority (NHA) Mutation	Per mutation	Tk. 2,300/-
Chittagong Development Authority (CDA) Mutation in Chittagong	Per mutation	Tk. 2,500/-
Mortgage Permission from MOW	Per permission	Tk. 2,300/-
Mortgage Permission from NHA	Per permission	Tk. 2,300/-

Mortgage Permission from RAJUK	Per permission	Tk. 2,000/-
Mortgage Permission from CDA	Per permission	Tk. 2,500/-
Sale Permission From NHA	Per permission	Tk. 2,300/-
Sale Permission From MOW	Per permission	Tk. 2,300/-
Sale Permission From RAJUK	Per permission	Tk. 2,000/-
Sale Permission From CDA	Per permission	Tk. 2,500/-
Whether the property is an acquired Land or fall under Khash Khatian or Abandoned property list (For Dhaka)	Per Property	Tk. 1,500 - 2,000/-
Authority Approved Plan	Per plan	Tk. 2,000 - 2,500/-
Preparation of Deed of Mortgage and IGPA		Tk. 8,000/-
Redemption and Revocation Deed Making		Tk. 8,000/-
Financial Report preparation by External Audit Firm	Per Report	Tk. 30,000/-
CIB Charge		Tk. 100/-
Premium Collection Fee - Life Insurance (paid by Insurance Company to the Bank)	Premium Account	30%
Mortgage Signboard Installation Fee	At actual	Tk. 5,000 -12,000/-
27 Overdraft		
Loan Processing Fee	Loan value	0% of Loan Amount
Stamp Charge		At Actual
Renewal Fee		FREE
28 Business Working Capital		
Loan Processing Fee	Loan Value	0% of Loan Limit
Stamp Charge	Loan Value	At Actual
Mortgage Signboard Installation Fee	At Actual	Tk. 5,000 - 12,000/-
Valuation Fee	Per Property At Actual	Tk. 4,000 - 10,000/-
Type of Legal fees ²	Minimum (BDT)	Maximum (BDT)
External legal opinion on property collateral (per schedule)	Tk. 3,000/-	Tk. 6,500/-
Mortgage and IGPA Deed preparation including print out of deeds for execution (per set)	Tk. 6,500/-	Tk. 12,500/-
Redemption and revocation deed preparation including print out of deeds for execution (per set)	Tk. 7,000/-	Tk. 10,000/-
RJSC Charge creation for limited liability companies (per charge creation)	Tk. 5,000/-	Tk. 10,000/-
Certified Parcha retrieval of relevant properties (per parcha)	Tk. 1,200/-	Tk. 2,500/-
Certified Deed retrieval of relevant properties (per deed)	Tk. 3,500/-	Tk. 5,000/-
Title search of relevant properties (per schedule)	Tk. 2,000/-	Tk. 6,000/-

¹ Early Settlement Fee not applicable for Micro and Cottage industries

² Legal Fee varies depending on the property type (Free hold/Lease Hold), number of Baya Deeds and property ownership (First/Third party) etc.

Hence, depending on the various parameters of the legal fees maximum and minimum range has been disclosed. The Legal fees will be charged at actual.

Trade Products	
29 Import	
Sight L/C *	
Commission On L/C opening/Extension of Validity and increase of amount 1st Qtr	Max upto 0.40%
Subsequent Qtr.(s)	Max upto 0.40%
Usance L/C *	
1st Qtr	Max upto 0.50%
Subsequent Qtr.(s)	Max upto 0.50%
Back-to-Back L/C *	
1st Qtr	Max upto 0.40%
Subsequent Qtr.(s)	Max upto 0.40%
100% Cash Covered L/C	
1 st Qtr	Max upto 0.25%
Subsequent Qtr.(s)	Max upto 0.25%
Amendment of L/C except increase of value and extension of validity	Tk 750/-
For Enhancement/Extension of LC Value/Validity	LC issuance commission and other charges will apply
L/C Cancellation*	Nil
Import Bill Retirement (Under sight L/C)*	Tk 1,000/-
Discrepancy Fee	USD 70/-
Import Bills	
Collection of Bills (Not under L/C)* DA/DP	Min Tk 1,500/- Max upto 0.35% <small>Note: If the Collection is more than 30 days over the due date a minimum charge of Tk 500/- per month is applicable</small>
Acceptance of Usance Bill *	Max upto 0.40% per quarter
Shipping Guarantee Issuance	Tk 1500/-
Trade Arrangement Fee	Max 1.75% per qtr
Import Invoice Financing*	Min Tk 1,500/- Max upto 0.50%
Miscellaneous	
Annual Facility Review/Arrangement Fee/Trade Financing Fee ³	Up to 1.5%
Reimbursement Fee	USD 125/-
Collection Processing fees	Tk 750/-
DA Acceptance Fees	Tk 750/-
Copy Document Certification	Tk 500/- Per Certificate
Credit Report Collection	Tk 1,000/- + F.C. / Agency charges
Registration of LCA	Tk 1,200/-
Document Return Fee	Tk 2000/-
TR Refinance Fee	Tk 750/-
Advance/Post-shipment Import Payment through Outward TT	USD 20 on SCB Branches USD 40 on non SCB Branches
DD issuance charge	USD 15
Past Due Transfer Fee	Tk 2,000/-
Cost of Forms	
L/C Application	Tk 750/-
LCA	Tk 500/-
IMP	Tk 200/-
Issuance of Certificate	Tk 500/- Per Certificate
Renewal of IRC	Tk 2,000/-
All other forms	Tk 200/-

³ Annual Facility Review Fee against annual facility review will be applicable even if there is no change in the total facility size. Apart from the annual facility review fee, if there is any major change in the facility offer during the year, management shall have the discretion to impose interim facility review fees based on prior agreement with customer. Facility review/ arrangement fee may be charged multiple times in a year or on a case to case basis as mutually agreed with client.

30 Export	
L/C Advising	Tk 750/- (From Beneficiary) USD 40/- (from Applicant)
L/C Amendment Advising	Tk 750/- (From Beneficiary) USD 40/- (from Applicant)
L/C Pre -Advice	Tk 500/-
L/C Transfer	Customer: Tk 750/ Non-Customer: Tk 750/-
L/C Amendment Transfer	Customer: Tk 750/- Non-Customer: Tk 750/-
L/C Confirmation	Max up to 0.20% each qtr. for local LC and max up to 0.40% each qtr. for foreign LC
Negotiation (CBN) Per Qtr	Max upto 0.15% -where there is no Exchange Gain Max upto Tk 500/- where there is Exchange Gain
Discrepancy Fee	USD 90/-
Collection	Local: Max upto 0.15% + Other Cost Foreign: Max upto 0.15% + Other cost
Bill Purchase (OB) (Without L/C)	Max upto 0.50%
Honoring Reimbursement Claim	Tk 2,000/- + Other Cost
Advance Payment against Export	Tk 1,500/-
Cost of Forms	
Exp.Form Certification	Tk 500/- Per Set
All other forms	Tk 200/-
Miscellaneous	
Issuance of PRC - Per Certificate	Tk 500/-
Issuance of Other Certificate	Tk 500/- Per Certificate
Attestation of Export L/C Doc	Min Tk 500/- Max Tk 2,000/-
Reimbursement Claim Against Export	USD 10/-
Payment Reminder Fee	USD 10/-
Signature Verification	Tk 100/-
Cash Subsidy & Duty Drawback Processing Charge	Tk 2,500/- Per Application
Export Invoice Financing*	Min Tk 1,500/- Max upto 0.50%
FI Loans & Advances*	USD 80/- per Document
31 Bonds and Guarantees*	
Issuance/Extension of Validity /Amount Increase	Max up to 0.50% per Quarter and Minimum Local Tk 1,000/- and Foreign USD 300/-
Amendment Other than Extension of Validity or Amount Increased	Local - Tk 3,500/- and Foreign USD 300/-
Guarantee/Guarantee Amendment Handling Fee	Tk 1,500/- (USD 22/- for Offshore Banking)
Stamp Duty	USD 5/- from Counter Guarantor Tk 300/- from local client
Legal Fee	Min USD 200/- or At actual
Direct Guarantees/Advising Guarantees	
Without our Engagement or Responsibility	USD 35/- plus applicable SWIFT charges and VAT
Advising Guarantees by Adding Confirmation	Same as Issuance of Guarantee

Advising Guarantees	USD 15/- to 35/-
Communication Costs*	
Advice of L/C Copy by Fax	At Actual
All Tlx/SWIFT Charges	At Actual for local USD 20/- for foreign
Courier(Outside/Inside)	At Actual
Fax	At Actual
32 Exports (Offshore Banking)	
L/C Advising	USD 9/- from FCY Account (or BDT 750/- from LCY account)
L/C Amendment Advising	USD 9/- from FCY Account (or BDT 750/- from LCY account)
L/C Pre -Advice	USD 8/-
L/C Transfer	USD 9/- (or max Equivalent of BDT 750/-)
L/C Amendment Transfer	USD 9/- (or max Equivalent of BDT 750/-)
L/C Confirmation	Max upto 0.80% each qtr.
Negotiation (CBN) Per Qtr	Max upto 0.15% -where there is no Exchange Gain Max upto Tk 500/ -where there is Exchange Gain
Discrepancy Fee Collection	USD 90/-
Bill Purchase (OB) (Without L/C)	Max up to 0.50%
Honoring Reimbursement Claim	USD 29/- + Other Cost
Advance Payment against Export	USD 22/-
Bill Discount / Invoice Financing	Min USD 15/- to 22/- Max upto 0.50%
Cost of Forms	
Exp.Form Certification	USD 8/- per set
Miscellaneous	
Issuance of PRC	USD 8/-
Issuance of Other Certificate	USD 4/- to 8/- Per Certificate
Attestation of Export L/C Doc	USD 8/- to 29/-
Reimbursement Claim Against Export	USD 10/-
Payment Reminder Fee Signature Verification	USD 10/-
Handling Charges for Cash Subsidy & Duty Drawback	USD 37/-
FI Loans & Advances	USD 80/- per document
33 Imports (Offshore Banking)	
Sight L/C	1st Qtr : Min 0.05% Max upto 0.40% Subsequent Qtr.(s) : Min 0.05% Max upto 0.40%
Usance L/C	1st Qtr : Min 0.05% Max upto 0.50% Subsequent Qtr.(s) : Min 0.05% Max upto 0.50%
Back to Back L/C	1st Qtr : Min 0.05% Max upto 0.40% Subsequent Qtr.(s) : Min 0.05% Max upto 0.40%
100 % Cash Covered LC	1st Qtr : Min 0.05% Max upto 0.25% Subsequent Qtr.(s) : Min 0.05% Max upto 0.25%
Amendment of L/C Except Increase of Value and Extension of Validity	USD 11/-

Amendment For Enhancement/ Extension of LC Value/Validity	LC issuance commission and charges will apply
Trade Arrangement Fee	Max 1.75% per qtr
L/C Cancellation	Nil
Import Bill Retirement (under sight LC)	USD 15/-
Discrepancy Fee	USD 90/-
Import Bills	
Acceptance of Usance Bills	Max 0.40% per quarter
Collection of Bills (Not under L/C) DA/DP	Min USD 22/- Max upto 0.35%
Import Invoice Financing	Min USD 15/- to 22/- Max upto 0.50%
Miscellaneous	
Reimbursement Fee	USD 125/-
LC Amendment Fee	USD 11/-
DA Acceptance Fee	USD 11/-
Copy Document Certification	USD 8/-
Credit Report Collection	USD 15/- + F.C/Agency Commission
Registration of LCA	USD 22/-
Past Due Transfer Fee	USD 29/-
Advance/Post-shipment Import Payment through Outward TT	USD 20 on SCB Branches USD 40 on non SCB Branches
Cost of Forms	
L/C Application	USD 11/-
LCA	USD 4/- to 8/-
IMP	USD 2/-
Issuance of Certificate	USD 7/- per certificate
Renewal of IRC	USD 22/- to 29/-

The* marked trade related services are subject to realization of VAT under Section 3 of the VAT and Supplementary Duty Act 2012; VAT is not applicable to charges and commissions of export related trade transactions as they are exempted by SRO # 264-Law/99/241-Musk dated September 07, 1999.

Note

- The Bank reserves the right to assess charges on transaction which are not covered by the schedule and to amend without prior notice the terms, conditions or rate stated in the schedule.
- VAT is applicable @ 15% on all fee sand commission effective from 1st July 2002 as per Govt. circular no. SRO 117-LAW/2002/342-VAT dated 06 June 2002.
- Courier Service charge will be realized from the customer at actual basis, if required.
- Conditions apply.

Branch/Booth/Service Centre Directory

Dhaka

Gulshan Branch

67 Gulshan Avenue

Gulshan North Branch

Gulshan Centre Point
House 23 - 26, Road 90,
Gulshan - 2

Islamic Banking Centre

Gulshan Centre Point
House 23 - 26, Road 90,
Gulshan - 2

Banani Branch

14 Kemal Atatürk Avenue, Banani

Bashundhara Branch

Haveily Center (GF), Ka-11/2/A,
Jagannathpur,
Bashundhara Road, Dhaka.

Dhanmondi Road 5 Branch

House 6, Road 5, Dhanmondi R/A

Kakrail Branch

Karnaphuli Garden City,
109 Kakrail Road

Kawran Bazar Branch

53 Kawran Bazar

Sonargaon Booth

L101 Pan Pacific Sonargaon Hotel,
107 Kazi Nazrul Islam Avenue

Motijheel Branch

Alico Building, 18-20 Motijheel C/A

Uttara Branch

Update Tower, Shahajalal Avenue
Plot-1, Sector 6, Uttara

Savar Branch

Dhaka Export Processing Zone,
Zone Service Complex

Mirpur Service Centre

Dynasty Tower Plot 1, Road 12,
Block C, Section 6, Mirpur

Uttara Service Centre

House 2, Road 6, Sector 1, Uttara

Narayanganj

Narayanganj Branch
26 Shaista Khan Road
(near Narayanganj Club)

Chattogram

Chattogram Main Branch

Sheikh Mujib Road, Agrabad

Karnaphuli EPZ Branch

Mohajan Golden Tower, 98/A,
Mohajan Ghata,
Karnaphuli EPZ Gate,
Patenga Road, Chattogram

Nasirabad Branch

1 Shahid Abdul Halim Road
East Nasirabad

CEPZ Branch

Zone Service Building
Chattogram Export Processing Zone
Free Port Road
Ward 39, Chattogram
City Corporation
P.S. Bandar, Chattogram

Bogura

Bogura Branch

Shatani House, Sherpur Road

Khulna

Khulna Branch

Jibon Bima Bhaban,
KDA Avenue

Sylhet

Sylhet Branch

7 Noya Sharak, Jail Road,
Ward-16

**Call our 24-hour Client Care Centre at
02 8332272 or 16233 (from mobile) or
visit www.sc.com/bd**