



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

A. General Banking Portfolio:

SL No.	Type of Services	Nature of Charges/Fees/ Commission	Rate of Charges / Fees/ Commission	
1	2	3	4	
01	Al-Wadeeah Current Account	Account Maintenance Charge	Tk-500/- half yearly	
	Mudaraba Savings Account	Account Maintenance Charge (Half yearly)	Up to Tk.5,000/- Tk. Nil Tk-5,001/-25,000/- Tk-100/- Tk-25,001/- Tk-100,000/- Tk-200/- Above Tk. 100,000/-Tk-300/-	
	Mudaraba Special Notice Account	Account Maintenance Charge	Tk-500/- half yearly	
02	Al-Wadeeah Current Account	Account Closing Charge	Tk-300/-	
	Mudaraba Savings Account	Account Closing Charge	Tk-200/-	
	Mudaraba Special Notice Account	Account Closing Charge	Tk-300/-	
	MSS, MTDR, MSB, MNSB, MMPDS Account	Account Closing Charge	Tk-50/-	
03.	Collection: (Local) a) Collection of local cheques.	Commission	Without clearing house at actual but min Tk.40/-	
	b) Cheque Returned from clearing house.	Charge	Tk-100/- per cheque.	
	c) Bounced Cheque	Charge	Tk-100/- per cheque.	
	d) i) Collection of Cheque /bills clean/documentary (outstation)		Charge	Up to Tk.25,000 @ .15% but min Tk-30/-
				Tk.25,001/- to Tk-1,00,000/- @.15% but min. Tk-100/-
				Tk.1,00,001/- to Tk.5,00,000/- @.10% but min. Tk.200/-
				Above Tk.5,00,000@.05% but min. Tk. 500/- & max.Tk.2,000/-
	ii) Postage	Charge	At actual but min Tk.30/-	
iii) email	Charge	At actual but min Tk.30/-		
04.	Remittance (inland):DD/TT Com.	Commission	@.10% but min.Tk.30/-	
	TT Transmission	Charge	Tk. 30/-	
	DD cancellation charge.	Charge	Tk.100/-	
	PO cancellation charge	Charge	Tk.50/-	



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05.	Issuance of duplicate Instrument: i) For PO		Tk.50/-
	ii) Other Instruments	Charge	Tk.100/-
06.	Pay Order Issue	Commission	Up to Tk. 10,000/- Tk.25/-
			From Tk.10,001/-to 1,00,000/- Tk.40/-
			From Tk.1,00,001/-to 5,00,000/- Tk.100/-
			Above Tk.5,00,000/- Tk.200/-
07.	Inland Bill Purchased (Taka)	Commission	Up to Tk.1 Lac @ 1.25% but min. Tk.50/-
			Above Tk.1 Lac to Tk.5 lac @ 1% but min Tk.1,500/-
			Above Tk.5 lac @ .75% but min. Tk.5,000/-
		Postage charge	At actual but min Tk.30/-
		Telephone charge	At actual but min Tk.30/-
08.	Standing Instruction	Charge	Tk.100/-per instruction, if otherwise not specified and Tk.10/- for special scheme and salary/bonus of client's staff. IBBL Staff A/C-Free
09.	Issuance of Bank Guarantee	Commission	Commission @.50% per quarter or part thereof but minTk.1000/-. In case of 100% cash security, service charge Tk.750/- Only. Stamp charges at actual.
10.	Charge of Parcel	Commission	Tk.30/- for each parcel for first 10 days & additional Tk.10/- for every subsequent 10 days or part thereof.
11.	Locker Service	Charge	Small-Tk.2,000/- yearly
			Medium- Tk.3,000/- yearly
			Large- Tk.5,000/- yearly
	Duplicate key for Locker	Charge	Cost at actual + Tk.500/-
12.	Solvency/BO/ Others Certificate	Charge	Tk.500/- for solvency certificate. Tk.100/-for BO certificate. Tk.300/-for others.



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13.	Account Statement	Charge	Tk.200/-except once in June & December also once monthly for AWCA & MSND
14.	Statement Authentication Certificate	Charge	Tk.200/- per certificate
15.	Balance Confirmation Certificate	Charge	Tk-200/- except once in June & December
16.	Transfer of Account from one branch to another branch.	Charge	Tk.200/- but in case of special scheme accounts Tk.50/-
17.	Online Charges (Cash Deposit/Withdrawal/including Transfer amount.	Charge	Up to Tk.20,000/-Tk.15/- Above Tk.20,000/-Tk.15/-+ Tk.0.10 for next per thousand but max. Tk.500/-
	Online Charges (Cash Deposit/Withdrawal/including Transfer amount (Divisional city)	Charge	Up to Tk.1,00,000/- free but not more than 2(two) times in a day.
18.	On-line Charge Free A/cs (Approved by Head Office)	Charge	Tk.2,000/- yearly
19.	NID Verification	Charge	Tk.5/- per NID.
20.	SMS alert	Charge	Tk.1/- per SMS to be recovered half yearly, subject to intimation to the client. Staff Account- Free.
21.	BEFTN transaction (domestic remittance) Credit entry	EFT Charge	Free
	Payroll Private (account with other bank) Credit entry	EFT Charge	Free
	Dividend/ profit (account with other Bank) Credit entry	EFT Charge	Free
	Refunds warrant of IPO by cheque. Credit entry	EFT Charge	Free
	Business to Business payments (B2B) Credit entry	EFT Charge	Free
	Collection/Payment of auction/sell/buy between two parties	EFT Charge	Free
	Government Tax Payment & customer initiated transaction (Credit entry)	EFT Charge	Free
	Collection A/C	EFT Charge	Free



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22.	iBanking charges (fund transfer)	Commission	Tk.0.25 per thousand but min.Tk.5/- & max Tk.100/-, in case of EFT transaction in iBanking, EFT charge Free. Tk.1/-per mCash transaction through iBanking. Free for staff account.
23.	Issuance of Cheque Book: i) MICR		Tk.5/- per leaf for AWCA & MSND account and for others Tk.4/-.
	ii) Non MICR		Tk.2/- per leaf for any type of accounts.
24.	Stop Payment: i) AWCA/MSNA	Charges	Tk.100/- per instruction for Clearing cheque. Tk.200/- per instruction for Cash cheque. Tk.300/- per instruction for entire cheque book.
	ii)MSA	Charge	Tk.100/- per instruction. (flat)
25.	Service charge for Quard against MTDR, MSB, MNSB, MMPDS, MSS etc.	Charge	Up to Tk.1 Lac Tk.500/- Above Tk.1 Lac to 10 lac Tk.700/- Above Tk.10 Lac to 20 Lac Tk.1,500/- Above Tk.20 Lac Tk.2,000/-
26.	CC camera Video Footage.	Charges	Tk.2,000/- for Dhaka and Chittagong city & Tk.3,000/- for another district per booth.
27.	RTGS per transaction (except Govt. entity)	Charge	Tk.100/- only per transaction.
28.	e-GP	Charge	Registration Fee - Tk.200/- Registration Renewal Fee – NIL Tender Document Fee Tk.100/- Tender Security Fee Tk.200/- Performance Security Fee Tk.200/- Security Document Store Purpose Tk.200/- New Performance Security Fee Tk.200/- Complaint Registration Fee Tk.200/- Complaint Security Fee Tk.200/- Transaction for Security Release Tk.200/-



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29.	Proprietary /Silver & Platinum Debit Card issue	Issue Charge	Silver Debit Card Free /but Platinum Debit Card Tk.500/-
		Renewal Charge	Tk.300/- for Silver &Tk.1,000/- for platinum
		Card replacement Charge	Tk.200/-
		PIN replacement Charge	Tk.50/-
		For SMSA/MFSA/Staff/MIESA Charges	Free

Note: VAT to be realized as per Govt. Rule.



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B. Investment portfolio:

Amount in Taka.

Sl No	Type of Services	Nature of Charges/Fees/ Commission	Rate of Charges / Fees/ Commission
1	2	3	4
01.	Proposal processing fee for New clients (Trading) other than RDS/UDPS after sanction.	Fees	up to Tk.1 million. Tk. Nil
			above Tk.1 million - 5 million Tk.2,000/-
			above Tk.5 million -10 million Tk. 4,500/-
			above Tk.10 million -50 million Tk. 6,500/-
			above Tk.50 million -100 million Tk. 9,500/-
			above Tk.100 million -200 million Tk. 12,500/-
			above Tk.200 million -300 million Tk. 22,500/-
			above Tk.300 million -500 million Tk. 35,000/-
			above Tk.500 million -1000 million Tk. 39,500/-
above Tk. 1000 million Tk. 49,500/-			
02	Proposal processing fee for Renewal (Trading) other than RDS/UDPS after sanction.	Fees	up to Tk. 1 million Tk. Nil
			above Tk.1 million - 5 million -Tk.1,000/-
			above Tk.5 million -10 million Tk.2,000/-
			above Tk.10 million -50 million Tk.2,500/-
			above Tk.50 million -100 million Tk.4,500/-
			above Tk.100 million -200 million Tk.6,500/-
			above Tk.200 million -300 million Tk.11,500/-
			above Tk.300 million -500 million Tk.19,500/-
			above Tk.500 million -1000 million Tk.24,500/-
above Tk. 1,000 million Tk.29,500/-			



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SL No.	Type of Services	Nature of Charges/Fees/Commission	Rate of Charges / Fees/ Commission
1	2	3	4
03.	Proposal processing fee for New clients (Project) other than RDS/UDPS after sanction.	Fees	up to Tk 1 million. Tk. Nil
			above Tk.1 million - 5 million Tk. 2,500/-
			above Tk.5 million -10 million Tk. 4,500/-
			above Tk.10 million -50 million Tk. 6,500/-
			above Tk.50 million -100 million Tk. 9,500/-
			above Tk.100 million -200 million Tk. 12,500/-
			above Tk.200 million -300 million Tk. 22,500/-
			above Tk.300 million -500 million Tk. 49,500/-
			above Tk.500 million -1,000 million Tk. 74,500/-
above Tk. 1,000 million Tk. 99,500/-			
04	Proposal processing fee for Renewal/Enhancement (Project) other than RDS/UDPS after sanction.	Fees	up to Tk.1 million Tk. Nil
			above Tk.1 million - 5 million Tk.1,000/-
			above Tk.5 million -10 million Tk.2,500/-
			above Tk.10 million -50 million Tk. 4,500/-
			above Tk.50 million -100 million Tk. 6,500/-
			above Tk.100 million -200 million Tk. 10,500/-
			above Tk.200 million -300 million Tk. 13,000/-
			above Tk.300 million -500 million Tk. 24,500/-
			above Tk.500 million -1,000 million Tk. 29,500/-
above 1,000 million Tk. 49,500/-			
05.	Service Charge for change in Proforma Invoice (PI).	Charge	@ 0.10% against sanctioned amount but maximum Taka one lac.
06.	Service charge for Extension of Gestation period.	Charge	@ 0.20% against sanctioned amount but maximum Taka one lac.
07	Charge on Overdue Investment	Charge	@ 1% against overdue outstanding.
08.	CIB other than Ltd Company	Charge	Tk. 200/- plus per link Tk. 10/-
	CIB for Ltd Company	Charge	Tk. 300/- plus per link Tk. 10/-

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C. Foreign Exchange Portfolio

A. Import:

A-1. L/C Opening, Confirmation, Amendment, cancellation, Transmission/dispatch, Stationary etc.

SL	Types of services /Areas of Charges/ Commission		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	<p>L/C Opening: Cash L/C (at sight) including Inland Cash L/C N.B. 1. If in a calendar year a client reaches a certain slab, special rate/rebate may be allowed on total performance of that year. For fresh year, rate to be applied on the basis of previous year's performance.</p> <p>Proposed: 1. If in a calendar year a client reaches a certain slab, special rate applicable for the slab may be allowed. For fresh year, rate to be applied on the basis of previous year's performance. 2. If the LC is Opened with condition "tolerance of +5/10% (value)are Acceptable", and documents are received in excess of LC value then Commission to be realized as applicable for LC on excess/additional amount of Document.</p>	1.1	<p>General Rate For client having yearly import performance below Tk.200 million.</p>	<p>0.40% for each quarter or part thereof. <i>Min.</i> <i>Local Tk. 500</i> <i>ForeignTk.750</i></p>
		1.2	Performance based rate	
		1.2.1	For clients having yearly import performance of Tk.200 million and above.	<p>For 1st quarter: 0.40% each subsequent qtr. or part: 0.20% <i>Min.</i> <i>Local Tk. 500</i> <i>ForeignTk.750</i></p>
		1.2.2	For clients having yearly import performance of Tk.400 million and above.	<p>For 1st quarter: 0.35% For each subsequent qtr. or part : 0.20% <i>Min.</i> <i>Local Tk. 500</i> <i>Foreign Tk. 750</i></p>
		1.2.3	For clients having yearly import performance of Tk.600 million and above.	<p>For 1st quarter: 0.30% For each subsequent qtr. or part: 0.15% <i>Min.</i> <i>Local Tk. 500</i> <i>ForeignTk. 750</i></p>
		1.2.4	For clients having yearly import performance of Tk.1000 million and above.	<p>For 1st quarter:0.25% For each subsequent qtr. or part: 0.15% <i>Min</i> <i>. Local Tk. 500</i> <i>Foreign Tk. 750</i></p>



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SL	Types of services /Areas of Charges/ Commission		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
2	L/C opening: Under deferred payment/ usance L/C including ILC (other than Back to Back)		Applicable for all clients. (For any special rate/ variation, case to case approvals have to obtained from Competent Authority)	0.50% for 1 st quarter 0.40 for subsequent qtr. or part Min. Local Tk.500 ForeignTk.750
3	Back to Back L/C opening: (Foreign/Inland/EPZ)			0.40 for each qtr. or part Min. Local Tk.500 ForeignTk.750
4	L/C opening: when 100% cash security realized prior to opening L/C. N.B: this rate is not applicable where 100% Security is obtained in the form of MTDR/MSB/ Balance in ERQ A/C etc.		All types of L/C	0.25% per quarter or part. Min . Local Tk.500 ForeignTk.750
5	L/C opening: Under Loan/Aid/ Barter/STA etc. (where designated by Bangladesh Bank to handle transaction under such sources.)			For 1 st qtr. 0.50% For each subsequent qtr. or part 0.30% Min Local Tk.500 ForeignTk.750
6	Amendments of L/C:	6.1	For value increase/time extension against L/Cs.	Commission as per L/C opening rate Min. Local Tk. 500 Foreign Tk. 750
		6.2	For all amendments, other than value increase/time extension.	Min. Local Tk. 500 ForeignTk.750 per Amendment
7	a. Third Bank Confirmation: (on Account of IBBL Clients)	7.1	Charges on Applicant's A/C	Foreign Bank Charges at actual + 0.20%
		7.2	Charges on beneficiary A/C	0.20% Min. TK.1500
		7.3	SWIFT Charge	At actual
	b. Irrevocable Reimbursement Undertaking (IRU) against non-		Charge	0.15% per qtr. Min. Tk.1,500/-



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1	2		3	4
	<i>confirmed LC</i>		SWIFT Charge	<i>At actual</i>
8	Cancellation of L/C/amendment	8.1	Cancellation charge	Nil
		8.2	SWIFT	<i>At actual</i>
		8.3	By Registered Air mail/Int'l Courier(DHL/FedEx/etc.)	<i>At actual;</i>
		8.4	Foreign bank charges	<i>At actual</i>
9	Dispatch/Transmission of L/C (including Short form / pre-advice) /Guarantee/ etc.	9.1	By Registered Mail	<i>At actual</i>
		9.2	By Courier (DHL etc.)	<i>At actual</i>
		9.3	By SWIFT to Overseas Banks (Foreign)	<i>At actual*</i>
		9.4	By SWIFT to Local Banks (Inland)	<i>At actual*</i>
10	Dispatch/Transmission of Amendment of L/C/ Guarantee / SB LC others Messages related to Import, Export, Remittance and other Operations.	10.1	By Registered Mail	<i>At actual</i>
		10.2	By Courier (DHL etc.)	<i>At actual</i>
		10.3	By SWIFT to Overseas Banks (Foreign LC/Bills, acceptance, other msg)	<i>At actual*</i>
		10.4	By SWIFT to Local Banks (Inland LC/Bills, acceptance, other msg)	<i>At actual*</i>
11	Cost of stationary (all types of L/C: (LC LCAF, IMP Form and others)			<i>Tk.450/- per Import L/C/LCAF/ others</i>

Notes: The actual cost of SWIFT Charge to be realized as per Instruction Circular no. IBW/18/11 dated 26.05.2011 & IBW/41/11 dated 27.08.2011 until further circular issued.



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A-2. Import Bills: Acceptance, Clearance of consignments, Documents on MPI/TR etc.

SL	Types of services	Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2	3	
1	Acceptance Commission: Under Deferred Payment L/Cs including Back to Back and Inland L/Cs.	Charges under Since/DP LCs including BB LC and ILC to be realized at the time of payment including Refinanced by other Banks/FIs	0.40 % for each quarter.
2	Issuance of Acceptance	Applicable for all since/ deferred L/Cs (Cash/ BB/ILC).	<i>At actual.</i>
3	Issuance of Shipping Guarantee/ <i>NOC/ LOI</i> for release of consignment against copy documents		Tk.1,000/- per Guarantee/NOC/ LOI
4	Certification of import documents for customs assessment purpose only		<i>Tk.750/- per Documents</i>
5	Endorsement charge for clearance of goods:	5.1 Against deposit of full value of documents	Tk.500/- per bill
		5.2 Against TR (Including BB LC)	<i>0.05% Max. Tk.10,000/- Min. Tk.750/-</i>
		5.3 Against MPI*	<i>0.10% Max.Tk.10,000/- Min.Tk.750/-</i>

* If documents endorsed through port branch then charge to be shared equally.



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A-3. Import Bills Settlement

SL	Types of services		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	Import Documents processing charge to be realized from the Bill Value		To be realized from bill value if relevant clause incorporated in the L/C.	USD50/- per documents
2	Discrepancy processing fee/charge of import documents (both Local and Foreign documents) (If applicable as per L/C / Refusal Notice)	2.1	For documents value up to USD 10,000/-	USD 50 including transmission cost at actual
		2.2	For documents value above USD 10,000/- to USD50,000	USD 60 including transmission cost at actual
		2.3	For documents value above USD 50,000	USD 100 including transmission cost at actual
3	Settlement of L/C payment through Payment Instruction/ Reimbursement Authority /payment Intimation At applicant's cost	3.1	Applicable for all types of import payment including BB L/C. Through PI/RA	Tk.1,500/- (including Transmission Cost) - per instance
		3.2	If Payment through PO/DD/FDD/IBCA	Tk.1,000/- (including Mailing Cost -per instance.
		3.3	If payment through BEFTN/RTGS for local settlements	Tk.500 + BEFTN/RTGS charge (NIL/at actual)
4	Overseas Banks Reimbursement/ Negotiation charges		If charges are on Applicants A/C	Foreign Bank Charges at actual + our Charges USD 20/-
5	Import through LCAF (charges for inward documentary collection without L/C)	5.1	Applicable for Sight/deferred Import against 100% Advance payment	H.C @ 0.25% Min. Tk.750+ SWIFT charge at actual
		5.2	Applicable for Sight/deferred Import against Advance payment less than 100%	H.C @ 0.30% Min. Tk.1,000+ SWIFT charge at actual
6	Payment charges against Import through LCAF (Payment charges against inward collection documents without L/C)	6.1	For documents value up to US\$ 5,000 or equivalent	USD 25(including Transmission Cost) to be realized from Bill value
		6.2	For documents value above US\$ 5,000 to up to US\$ 20,000 or equivalent	USD 50(including Transmission Cost), to be realized from Bill value
		6.3	For documents value above US\$ 20,000 or equivalent	USD 75(including Transmission Cost) to be realized from Bill value
7	Issuance of Back to Back L/C Certificate			Tk. 500.00 per instance
8	Issuance of import performance Certificate			Tk. 500/- per certificate
9	All other charges not mentioned above in connection with opening and advising L/Cs.			At actual Min-Tk.600/



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B. Export: Export L/C Advising, FBC/IBC, Bai As Sarf etc.

SL	Types of services		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	Advising of L/Cs. (to Local beneficiary)		Advising of all types of L/Cs including re-advising and advising of pre-advice L/C.	Tk.750/- per LC
2	Advising of Amendments.		Advising of Amendments of All types of L/Cs.	Tk.750/- per Amendment
3	Authentication of transfer of LCs/Amendment.	3.1	For Transfer/Authentication of all types of L/C & amendments	Tk.750/- for each transfer/authentication.
		3.2	Cancellation of Authentication of transfer of LCs/Amendment.	Tk.500/- for each Cancellation.
4	Adding Confirmation to foreign Bank LCs Locally Proposed/ New Title: Adding confirmation by IBBL to Foreign Bank L/Cs fvg. Local Beneficiary (At Beneficiary's cost)		Commission	2.50% P.A. Min. Tk. 1000
			Foreign Bank Charges	At actual
			SWIFT	At actual
	Adding Confirmation to foreign Bank LCs Locally Proposed/New Title: Adding confirmation by IBBL to Foreign Bank L/Cs Fvg. Local Beneficiary (At Applicant's Cost)		Commission	2.50% P.A. Min. USD15
			Foreign Bank Charges	At actual
			SWIFT	At actual
5	Cancellation of lien of export L/C	5.1	Cancellation charges	Tk.600/-
		5.2	SWIFT charges (if communication made)	At actual
6	Issuance/Certifying of Exp. Form	6.1	Issuance of EXP Form	Tk.300/- per set.
		6.2	Cancellation of EXP certification	Tk.200/ per set
		6.3	Duplicate/Re-issue in case of Loss of EXP under Clients custody	Tk. 300 per case
7	Issuance of C & F certificate		Per instance	Tk. 500/-
8	Charges for encashment of TT against Export.		For Advance Payment Receipt	Tk.500/- per case
9	Obtaining negotiation authority from Foreign Bank for discrepant Export Bills.	9.1	Charges / fees for negotiation authority	Tk.600/- per negotiation authority
		9.2	Foreign Bank Charges.	At actual
		9.3	SWIFT	At actual
10	Bai-as-Sarf (Negotiation/ Purchase) handling commission against Export Bills under export LC/Contract (Inland and Foreign).	10.1	Where exchange earned through buying and selling on realization	Minimum Tk.600 per document/bill
		10.2	Where no exchange earned on realization against Export LC	Commission 0.15% Minimum. -Tk.600



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

SL	Types of services		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
		10.3	Where no exchange earned on realization against Contract	Commission 0.15% Minimum. -Tk.700
11	Inland Bills for Collection (IBC): Commission for Collection of Local Export Bills under LC/contract	11.1	Where exchange earned through buying and selling on realization.	Maximum Tk.500 per document/bill
		11.2	Where no exchange earned on realization.	Commission 0.15% Minimum-Tk.500
12	Documentary Collection under export LC/Contract (FBC)	12.1	Where exchange earned through buying and selling on realization	Minimum Tk.600 per document/bill
		12.2	Where no exchange earned on realization	Commission 0.15% Minimum-Tk.600
13	Mailing of export documents (Local/Foreign)	13.1	By post/Mail(Foreign)	At actual
		13.2	By courier(Foreign)	
		13.3	Local Courier/Mailing	
14	For claiming reimbursement against export bills//Payment reminder fee	14.1	Handling Fee	Tk.200
		14.2	By Mail/ SWIFT	At actual
15	Overdue export Bills Proposed: Bai-sarf /Negotiation /Purchase of Clean & discrepant documents	15.1	If the documents are presented as per Export policy-2015-2018 i.e. "If products are exported based on sight -payment under irrevocable letter of credit, then commercial banks will not impose overdue interest provided that the exporter submits necessary export documents."	Nil
		15.2	In other cases, including discrepant docs.	If it is assumed on the basis of trend that proceeds may not be realized within the usual period of sight bill due to discrepancies, then 30/60/90 days usance rate to be applied. If proceeds realized within the usual period of sight bill, in that case rebate may be allowed considering the difference between exchange rate of sight bill & usance bill. In case of inordinate delay over the period of usance rate applied, compensation to be charged as per usual norms and the fund to be credited to the compensation realized account.



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

SL	Types of services		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
16	Issuance of PRC		Any purpose (Cash Assistance and other)	Tk. 500/- per instance
17	Possessing Fees for each Cash Assistance file if QSCA/other facility is not availed	17.1	Claim value up to Tk. 2.00 Lac	Tk.1500/-
		17.2	Above Tk2.00 lac Up to Tk.5.00 lac	Tk.3000/-
		17.3	Above Tk.5.00 lac	Tk. 4000/-
18	Possessing Fees for each Cash Assistance file if QSCA /other facility is availed.	18.1	Claim value up to Tk. 2.00 Lac	Tk.3000/-
		18.2	Above Tk2.00 lac Up to Tk.5.00 lac	Tk.5000/-
		18.3	Above Tk.5.00 lac	Tk.7000/-
19	Issuance of Export performance/transaction certificate	19	All other charges Proposed: Per Certificate up to 20EXPs Per Certificate above 20 EXPs up to 50 EXPs Above 50EXPs	1. Upto 20 EXPs Tk.500 2.Above 20 EXPs up to 50 EXPs Tk.750 3.Above 50 EXPs Tk.1000
20	PSI (Bai-Salam/ Ishtishna) Handling Charge	20.1	Against Letter of credit	TK.200 in case of LC
		20.2	Against Contract	Tk.300 in case of Contract
21	Charges for payment of Buying House Commission			Tk.1000
22	Any other charges not mentioned above and for each swift/mail correspondence abroad	22.1	SWIFT	At actual
		22.2	mail	At actual



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড

اسلامی بنک بنغلادیش لمیٹید

Islami Bank Bangladesh Limited

Operations Wing, Branches Control Division

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C. Bank Guarantee, Bid/Performance Bond, Stand by Letter of Credit

SL	Types of services	Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2	3	4
1	Advising of Foreign Bank Guarantee/ Amendment(s) without any engagement on our part (at beneficiary's cost)	Advising charges	Tk.1,000/-
		Foreign Bank Charge, If any	At Actual.
		SWIFT	At Actual.
	Advising of Foreign Bank Guarantee/ Amendment(s) without any engagement on our part (at Applicant's cost)	Advising charges	USD15
		Foreign Bank Charge, If any	At Actual.
		SWIFT	At Actual.
2	Advising of Guarantee in original by adding our confirmation Proposed/New Title: Adding confirmation by IBBL to Foreign Bank Guarantees fvg. Local beneficiary (At Beneficiary's/ Applicant's Cost)	Advising charges	Tk.1,000/-
		Commission	0.50% per quarter Min. Tk.2,000/-
		SWIFT, if any	At Actual.
3	a. Issuance of Guarantee/ Bid Bonds /Performance Guarantee/Stand by Letter(s) of credit favoring local beneficiary against 100% and irrevocable counter Guarantee of Foreign Correspondents /banks (at beneficiary's cost)	Commission	0.60% per quarter Min. Tk.8, 000
		Stamp duty & other expenses (if any)	At actual.
		SWIFT	At actual
		Foreign Bank Charges, If any	At actual
	b. Issuance of Guarantee/ Bid Bonds /Performance Guarantee/Stand by Letter(s) of credit favoring local beneficiary against 100% and irrevocable counter Guarantee of Foreign Correspondents /banks (at applicant's cost)	Commission	0.60% per quarter Min. USD 100 or equivalent
		Stamp duty & other expenses (if any)	At actual.
		SWIFT	At actual
		Foreign Bank Charges, If any	At actual



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

SL No.	Types of services	Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2	3	4
4	a. Issuances of Guarantee/bid bonds / performance guarantee favoring overseas beneficiary (s) through foreign correspondents at the request of local customers (at beneficiary's cost).	Commission	0.60% Per quarter Min. USD100 or equivalent
		Stamp duty & other expenses (if any)	At Actual.
		SWIFT	At Actual
		Foreign Bank Charges, If any	At Actual
	b. Issuances of Guarantee/ bid bonds / performance guarantee favoring overseas beneficiary (s) through foreign correspondents at the request of local customers (at applicant's cost)	Commission	0.60% Per quarter Min. Tk.8,000/-
		Stamp duty & other expenses (if any)	At Actual.
		SWIFT	At Actual
		Foreign Bank Charges, If any	At Actual
5	Adding confirmation by IBBL to Foreign Bank Guarantees fvg. Local Beneficiary	Commission	2.50% P.A. Min. Tk. 3,000
		Foreign Bank Charges	At actual
		SWIFT	At actual
6	Bank Guarantee of Foreign bank against which add confirmation is required for ship building industry.	Commission	1.50 % PA
		Foreign Bank Charges	At Actual.
		SWIFT	At Actual.
7	Third Bank Confirmation of Guarantee/SB LC issued by IBBL	Charges on Applicant's A/C	Foreign Bank Charges at actual + 0.20% per quarter Min. Tk.1,500
		Charges on Beneficiary's A/C	Foreign Bank Charges at actual +0.20% per quarter Min. USD20 or equivalent
		SWIFT	At Actual.



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

D. Foreign Remittance:

D-1 Outward

SL	Type of Service		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	Issuance of FDD/FTT drawn on overseas NOSTRO A/C	1.1	Commission	Tk. 400
		1.2	SWIFT	At actual
2	a. Issuance of F.C Draft drawn on Bangladesh Bank clearing A/C (Related to import, export and remittance)		Commission	@ 0.10% Min-USD10/- Max-USD 50/- per FDD
	issuance of F.C Draft drawn on Bangladesh Bank clearing A/C (Related to IPO))		Commission	@ 0.10% Min-300/- Max-Tk.1,000/- per FDD
3	Issuance of Duplicate FDD	3.1	Commission	Tk.300/-
		3.2	SWIFT per message	At actual
		3.3	Foreign Bank Charges	At actual.
4	Cancellation of FDD/TT/MT	4.1	Cancellation Fee	Tk.300/-
		4.2	SWIFT per message	At actual
		4.3	Foreign Bank Charges	At actual.
5	Issuance of TC/Credit Card endorsement in Passport (Sale of TC- if applicable)	5.1	Commission	@ 1.00% on F.C amount
		5.2	Endorsement Fee per pass port	Tk. 200 for up to USD500 & Tk. 400 for above USD500.
6	Issuance of Cash F.C. Endorsement in Passport (Sale of Cash F.C)	6.1	Commission	Nil
		6.2	Endorsement Fee per pass port	Tk.200 for up to USD500 & Tk. 400 for above USD500.
7	Processing of application of remittance of profit/dividend.			Tk.1,000/- + Applicable Remittance Charges
8	Payment/ of indenting commission / Technical knowhow fees/ Royalty etc. Proposed: Remittance of indenting commission / Technical knowhow fees/ Royalty etc			Tk.800/- per case + applicable remittance charge



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

D-2: Inward

SL	Type of Service		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	a. Issuance of Counter Drafts at the request of Local banks for wage earners			USD 5 per FDD from the remitted fund.
	b. Issuance of Counter Drafts at the request of Local banks for other than wage earners		Commission	Drafts Value up to USD=10,000 USD 20.00 Drafts Value above USD=10,000 @ 0.20% maximum USD100
2	Collection of Refund Warrant in FC			USD 5/- per Instrument from Proceeds.
3	Commission against Purchase of Foreign Bank Draft under Bai-As-Sarf Mode	3.1	Per USD	Tk.0.25/- Per USD
		3.2	Per EURO	Tk.0.40/- Per EURO
		3.3	Per GBP	Tk.0.50/- Per GBP
		3.4	All other currencies	Tk. 0.25 per unit of currency
		3.5	P&T	At actual
4	Encashment of/ disbursement against any foreign remittance through TT/DD at our counter.	4.1	In Taka	Nil
		4.2	In FC	Tk.200/- per case
5	Collection of proceeds from local banks for any draft in FC which is not primarily collected through clearing.			Tk.500/- per instrument
6	Collection of Foreign currency draft from abroad	6.1	Commission	0.10% Min. Tk.300/-
		6.2	P&T	At actual
		6.3	Foreign Bank Charges	At actual
7	Encashment /Refund of TC	7.1	Commission	0.10% Min. Tk.300/-
		7.2	P&T	At actual
		7.3	Foreign Bank Charges	At Actual.
8	Maintenance fee for all kind of FC A/Cs		(MFCA/FCA A/Cs) *Yearly charge to be applicable if Balance remain USD=100	USD5 per A/C(yearly)



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

E. Other Services

SL	Type of Service		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
1	Opening of student file for study abroad	1.1	Service charge for opening	Tk.3000/-
		1.2	For subsequent transaction	Tk.2000/-
		1.3	Remittance charges for both cases (FDD, FTT etc. charge for remittance)	Regular charges applicable as per schedule
2	Issuance for NOC for study and other purpose			Tk.500 per case
3	Collection of credit report of the beneficiary / Buyer	3.1	Through Dun & Bradstreet or Any International Reputed Credit Rating Agencies	Actual cost involved + Tk.500/- as bank charge per case.
		3.2	By another source/Bank to Bank	SWIFT charges at actual+ Tk. 300 /- as bank charge per case.
4	Issuance of certificate relating to bond license			Tk. 500/- per certificate.
5	Enlistment of C&F Agents Note: All charges will be credited to the branch A/c.	5.1	Enlistment fee	Enlistment: Category A Tk. 12,000 B Tk. 11000 C Tk. 10,000 D Tk. 9,000 E Tk. 8,000
		5.2	Upgradation/ Degradation/ Cancellation	Tk. 4,000/- for all categories.
		5.3	Yearly Renewal Fee	Tk. 4,000/- for all categories.
6	Processing charges for Duty Draw Back per case	6.1	Up to Tk. 0.5 Lac	Tk. 600/-
		6.2	Above Tk 0. 5 Lac to Tk. 1.00 Lac	Tk.1,000/-
		6.3	Above Tk. 1.00 lac	Tk.2,000/-
7	Application /Confirmation of Test.		Applicable for other bank's clients.	Tk.500/- per instance; To be realized from the requesting bank.
8	Credit information on local firm/companies.	8.1	At the request of Local Bank	Tk.1,000/- per instance
		8.2	At the request of Foreign Bank	USD 50/- per instance
9	Issuance of FC balance/ Encashment Certificate			Tk. 500/- per instance
10	Processing fee for approval of Local Buying Agent, PSI Agent, indenting agent Local Agent of Courier Service, Local Shipping Agent, Local Cargo Freight Forwarding Agent, General Sales Agent etc.	10.1	New	Tk. 4,000/-
		10.2	Renewal / principal Inclusion /exclusion/any amendment.	Tk.2,500/-
		10.3	Yearly Fee	Tk.2500/-
11	Processing fee for approval of Branch, liaison or Representative office of the Foreign.	11.1	New	Tk.4,000/-



ইসলামী ব্যাংক বাংলাদেশ লিমিটেড
اسلامی بنک بنغلادیش لمیٹید
Islami Bank Bangladesh Limited
Operations Wing, Branches Control Division
Head Office, Dhaka

SL	Type of Service		Nature of Service entitlement criterion	Rate of Charges / Fees/ Commission
1	2		3	4
	Airlines/ institution /etc.	11.2	Renewal	Tk.2,500/-
		11.3	Yearly Fee	Tk.2,500/-
12	IRC /ERC renewal charge			Govt. fee as per IPO + Our charges Tk.800/-
13	Indenters Registration Certificate (IRC) renewal charge			Govt. fee as per IPO + Our charges Tk.1500/-
14	Document Processing charges of Money Exchange Companies for sending to Bangladesh Bank.			Tk.1,500/- per instance
15	Issuance of NOC for 2 nd lien banks (Bond License and other purpose)			Tk.1,500/- per instance.
16	Issuance of lien Confirmation on FC balance for International Credit Card.	16.1	New	Tk.600/-
		16.2	Renewal	Tk.400/-
17	SWIFT charges for all other correspondence.			At actual
18	Issuance of any other Certificate.			Tk.500/- per certificate.
19	Signature Verification		Other than usual /regular verification (usual verification means services for LC opening, EXP Certifying)	Tk. 100 per instance
20	Attestation of Export LC/ Other Documents (Cash incentive /Customs/other purposes)		1.Upto 50 pages 2.Above 50 pages	1.Tk.500 2.Tk.1,000
21	Collection of bill of entry through Land Port Authority			At actual+ Tk.200 per Bill
22	BL Tracking charge			Tk.1,000 per tracking

Notes:

- The approximate actual cost SWIFT/Mail/Courier to be calculated /determined considering different heads of expenditures related to SWIFT/ Mail/Courier arrangement & will be re-fixed/re-determined by the Head Office from time to time and will be circulated accordingly.
- Regarding VAT, Source Tax, Excise Duty Branches/FTPD shall follow NBR's as well as FAD, Head Office's Circulars.
- Branches shall realize Commission/Charges as above & seek approval from Head Office to realize Charges/ Commission at reduced rate.
- Fees/Pricing of any other service not included in the Schedule of Charges shall be as per negotiation with the customer.