



SCHEDULE OF CHARGES

Effective DECEMBER 1 2016

**HBL BANK UK LIMITED
T/A HBL BANK UK**

Authorised by the Prudential Regulation Authority and
regulated by the Financial Conduct Authority and Prudential Regulation Authority.

HBL Bank UK Schedule of Charges

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The Schedule lists standard transaction charges applicable to services provided by the Bank. The Bank reserves the right to modify these charges at its own discretion on giving reasonable notice. For further clarification, please see the Banks Terms and Conditions which is available on our website www.hblbankuk.com and also available on request.

Transaction / Service		Charges
1 Trade Services		
1.1	Import Letters of Credit	
1.1.1	Letters of Credit (LC) - sight / usance / back-to-back	0.375% per qtr (min: £75 or \$150 or €105)
1.1.2	Amendment in LC – sight / usance	£35 or \$70 or €50 flat plus transmission cost (see 1.1.11 below)
1.1.3	Amendment in the period or enhancement in the value of LC	0.375% per qtr or part thereof (min: £75 or \$150 or €105)
1.1.4	Commission against usance LCs	0.15% pm or part there off (min:£75 or \$150 or €105) (commission charged at the time of acceptance. In case, charges are on beneficiary than acceptance commission will be recovered at the time of payment)
1.1.5	Cancellation / Unutilised LC	£125 or \$250 or €175 Chargeable if a credit is cancelled during the period of validity
1.1.6	Scrutiny of documents / payment commission	0.25% flat (min: £75 or \$150 or €105)
1.1.7	Discrepancy advising / acceptance fee	£50 or \$100 or €70 recoverable from beneficiary
1.1.8	Issuance of delivery orders:	
	- Collection by hand or post	£20 or \$40 or €28
	- Day delivery by bike courier	£60
1.1.9	Discounting of own acceptances	Negotiable on case-to-case basis
1.1.10	Payment against documents	Customer is expected to provide funds on receipt of import documents. Where the Bank effects payment creating an overdraft, interest will be charged from the date of lodgement @ 18% p.a. or as agreed
1.1.11	LCs, Amendments, Acceptances / Transmission fee	
	- SWIFT	£50 or \$100 or €75
	- By Courier	£50 flat or dependent on weight (of the documents) whichever is higher or otherwise agreed
	- By Airmail	£15 or \$30 or €21
1.2	Export Letters of Credit	
1.2.1	Advising Export LC	£75 or \$150 or €105
1.2.2	Advising amendments of Export LCs	£30 or \$70 or €42
1.2.3	Negotiation / payment under Export LCs	0.25% flat (min: £100 or \$200 or €140)
1.2.4	Handling charges for discrepant documents	£50 or \$100 or €70
1.2.5	Assignment of proceeds Export LCs	0.375% flat (min £150 or \$300 or €210

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Transaction / Service	Charges	
1.2.6	Transfer of Export Documentary Credit	0.375% flat (min £150 or \$300 or €210)
1.2.7	Adding of confirmation /acceptance commission	- Charges vary depending on cross border / financial institutional Risk (min: £300 or \$600 or €420). Collected on a monthly basis or otherwise as agreed Customer to contact FI Desk for confirmation and or discounting rates (confirmation rates are to be charged on per quarter basis and or part there of.
1.2.8	Discounting / Financing of Trade Instruments	- Negotiable on case-to-case basis depending on country / financial institutional Risk.
1.2.9	Disbursement charges on proceeds of trade instruments up to £50,000 or equivalent from £50,001 to £100,000 or equivalent £100,001 and above or equivalent	£35 / \$70 / €50 flat £50 / \$100 / €70 flat £75 / \$150 / €105 flat
1.2.10	Cancellation / Unutilised LC	£125 or \$250 or €175
1.3 Inward Documentary Collections		
1.3.1	Collection Document handling charges -sight / usance	0.25% flat (min £50 or \$100 or €70 & max: £200 or \$400 or €280) plus fund transfer charge -
1.3.2	Issuance of delivery order	£25 or \$50 or €35 flat
1.3.3	Overdue / unpaid / unaccepted bills – Tracers / reminders	£15 or \$30 or €20 per month or part thereof, per collection item
1.3.4	Documentary Bills received on collection basis returned unpaid	£75 or \$150 or €105 flat
1.3.5	Postage / Courier	- By airmail: £15 or \$30 or €20 per collection item - By courier: £50 or \$100 or €70 per collection item
1.4 Outward Documentary Collections		
1.4.1	Collection Documents Inward / Outward (Sight and Usance)	0.25% flat (min £50 or \$100 or €70 & max: £200 or \$400 or €280) plus fund transfer charge -
1.4.2	Documents against Acceptance – Usance	0.25% flat (min £50 or \$100 or €75 & max: £200 or \$400 or €280) plus fund transfer charge
1.4.3	Tracers / reminders for fate of documents	£15 or \$30 or €20 per tracer
1.4.4	Documentary Bills sent on collection basis received unpaid	£30 or \$60 or €42 per collection item plus returning charges
1.4.5	Postage / courier	- By Airmail: £15 or \$30 or €20 per collection item - By courier: £50 or \$100 or €70 per collection item
1.5 Reimbursement Commission		
1.5.1	For each payment up to £10,000 or \$20,000 or €14,000	£50 or \$60 or €70 flat plus funds transfer charges
1.5.2	For each payment over £10,000 or \$20,000 or €14,000	£75 or \$130 or €105 flat plus funds transfer charges

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Transaction / Service		Charges
1.6 Bank Guarantees, Bid / Performance Bonds		
1.6.1	Issuance by HBL UK or through correspondents	0.50% per qtr or part thereof plus correspondent bank charges. (min: £75 or \$150 or €105 plus transmission costs)
1.7 Foreign Bills Purchased		
1.7.1	Purchasing of negotiable instruments	Negotiable on case-to-case basis depending on the availability of lines & country/financial institutional risk
2 Funds Transfer (other than to Pakistan)		
2.1 Money Transfer by SWIFT		
2.1.1	Sent on behalf of account holders	
	- up to £100,000 or equivalent	£30 / \$50 / €42 flat
	- over £100,000 or equivalent	£50 / \$100 / €70 flat
2.1.2	All transfer sent by SWIFT for individuals, Companies or on behalf of Banks/ FIs with Charges OUR (on account of the Remitter)*	£30 / \$50 / €42 flat These charges would apply in addition to the charges specified in 2.1.1 and 2.2.1.
	*When SWIFT messages are sent with the following instructions: "OUR" (All Charges on our account), the intention is that the full amount remitted will reach the Beneficiary (as defined) without deduction of any charges. However, this type of instruction also gives all intermediary banks and the Beneficiary's Bank the right to claim their charges from you sometimes several weeks after the payment has been made. Banks often claim upto USD 80 to USD 100 post facto. Given these challenges, it is strongly recommended that customers do not ask for payments to be sent with charges "OUR" unless there is a compelling legal or contractual obligation to do so. It is far more economical to accept a relatively small deduction from the payment itself (by sending it charges SHA or charges BEN), rather than have to face these often large claims after the event.	
2.2 Funds Transfer at the request of banks / financial institutions		
2.2.1	Swift	
	- up to £100,000 or equivalent	£25 / \$50 / €35 flat
	- over £100,000 or equivalent	£50 / \$100 / €70 flat
2.2.2	Issuance of Demand Drafts	
	- up to £10,000 or equivalent	£10 / \$20 / €15 flat
	- over £10,000 or equivalent	£15 / \$30 / €20 flat
2.3 Issuance of Payment Orders / Bankers payments / Demand Draft		£15 / \$30 / €20 flat
2.4 CHAPS (on behalf of customers / correspondents)		£25 / \$50 / €35 flat

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Transaction / Service		Charges
2.5	Amendments – all remittances (customers / financial institutions)	
2.5.1	TT (Swift) Amendment / Cancellation	£25 / \$50 / €30 flat
2.5.2	Duplicate / Cancellation of Draft / Payment order	
	- up to £500	£10 / \$20 / €15 flat
	- over £500	£15 / \$30 / €20 flat
2.5.3	TT (Swift) enquiry (if delay not due to HBL Bank UK or its agent's fault)	£15 / \$30 / €20 flat
2.6	Clean Collections	
2.6.1	Clean Collections payable outside UK	\$20 or €15 flat per item
2.6.2	Clean Collections payable within UK	£10 flat per item
2.7	Pension Payments (at the request of other banks)	£3 flat
2.8	BACS	£3 per transaction
2.9	Remittance enquiry (not caused by HBL UK)	
	-Financial Institution	£10
	-Individual	£15
2.10	Fax confirmation for UK clients	£5
3	Funds Transfer to Pakistan	
<p>Note: For walk in customers, in addition to the funds transfer charges, the following additional charges may also apply:-</p> <p>Cash handling charges £0.50 per £100 deposited</p> <p>Debit Card Charges £2.50 flat</p> <p>Credit Card Charges 3% flat</p>		
3.1	Home remittances to Pakistan in PKR (non-commercial)	
3.1.1	SWIFT	
	- up to £140	£10 flat
	- over £140	Free
3.1.2	Demand Draft	£10
3.1.3	eRemit & Fast Transfers	Free over £140 £5 up to £140
3.2	Remittances to Pakistan in PKR (commercial)	
3.2.1	SWIFT	£25 flat
3.2.2	Demand Draft	£15 flat

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Transaction / Service		Charges
3.3	Non-rupee remittance to Pakistan (all customers)	
3.3.1	SWIFT – beneficiary maintaining an account with HBL Bank UK or its correspondent banks	
	- up to £10,000 or equivalent	£15 / \$30 / €20 flat
	- over £10,000 or equivalent	£25 / \$50 / €35 flat
3.3.2	Demand Drafts	
	- up to £10,000 or equivalent	£15 / \$30 / €20 flat
	- over £10,000 or equivalent	£20 / \$40 / €28 flat
3.3.3	Swift– beneficiary maintaining account other than HBL Bank UK correspondent	£25 flat plus beneficiary bank charges if any
4	Minimum Balance Requirement A minimum balance, an average monthly balance of £1,000 or equivalent, is required to be maintained in all accounts including foreign currency accounts. For customers maintaining more than one account, minimum balance requirement must apply to each account.	
4.1	Current and Savings Accounts	
4.1.1	Less than £1,000 (or equivalent in other currencies)	£10 per month or equivalent in other currencies
5	Business Account Tariff	
5.1	Cash Handling (GBP)	Charges recovered upfront at the time of the transaction
5.1.1	Cash paid in	£0.50 per £100
5.1.2	Cash paid out	£0.50 per £100
5.2	Cash Handling - (US\$ / Euro)	Charges recovered upfront at the time of the transaction
5.2.1	Cash paid in	US\$1.00 per \$100 (min: \$5) €0.70 per €100 (min: € 3)
5.2.2	Cash paid out	US\$1.00 per \$100 (min: \$5) €0.70 per €100 (min: € 3)
5.3	Business Accounts Activity Charges	Charges recovered at the time of the transaction
5.3.1	Cheques clearing inwards / outwards	£0.55 per item
5.3.2	Direct Debits	£0.55 per item
5.3.3	Transfer entries (Debits & Credits)	£0.50 per item
5.3.4	Giro Credits	£0.50 per item
5.3.5	Other Charges e.g. (telephone & incidental works on the account)	On case-to-case basis
Note:	Charged on the basis of number of items	

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Transaction / Service	Charges
6	Personal Account Tariff
6.1	Cash Handling (GBP)
6.1.1	Cash paid in Nil
6.1.2	Cash paid out Nil
6.2	Cash Handling (US\$ / Euro)
6.2.1	Cash paid in Nil
6.2.2	Cash paid out Nil
7	Miscellaneous
7.1	Cheques / Direct Debit returned unpaid £25 per item
7.2	Cheques deposited by customers for clearing / collection and returned unpaid £15 per cheque
7.3	Cheques collected through Special Presentation instead of clearing £25 per cheque
7.4	Standing Order £6 per item
7.4.1	Unpaid Standing Order £20 per item
7.5	Services
7.5.1	Hold Mail £70 per annum / US\$140 per annum (facility not available anymore)
7.5.2	Safe custody documents in sealed envelope £50 plus VAT per annum
7.5.3	Customer's invoices paid by the Bank £15 per item
7.5.4	Stop payment Instruction on cheques £25 per instruction
7.5.5	Loss of Cheque book £25 flat
7.6	Duplicate Statements / Retrieval of records
7.6.1	Accounts (Personal, Business & Others) (for the last 12 months) £2 per sheet (max £15 per request per account)
7.6.2	Accounts (Personal, Business & Others) (from Archive) £5 per sheet (max £20 per request per account) plus actual changes
7.7	Balance Confirmation – addressed to customer £10 flat
7.8	Audit Certificate – including any information provided to external auditors at the customers request £30 flat per certificate
7.9	Request for obtaining personal record of account £15 flat

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Transaction / Service	Charges
8	Interest paid on various types of accounts Interest rates applicable on various types of accounts are available at each branch location
8.1	Current Accounts No interest is paid on credit balances held in current accounts
8.2	Savings Interest is calculated on daily cleared balances - Interest is paid half yearly on the last working day of June and December. - Interest is paid after deduction of tax at the applicable rate. Account holders not ordinarily resident in UK or whose total income is below the tax free personal allowance limit can receive interest gross provided that appropriate forms are completed and lodged with the Bank.
8.3	Term (Fixed) Deposit Accounts - Interest is calculated and credited at the roll-over / maturity date i.e. monthly / quarterly / half-yearly / yearly basis depending upon the agreed term. - In case of encashment of term deposit prior to maturity, which is strictly at Bank's discretion; 2% penalty on the unexpired period of deposit or the interest accrual if lower, will be charged. This charge will be deducted from the principal amount plus accrued interest at the time of payment - Interest is paid after deduction of tax at the applicable rate. Account holders not ordinarily resident in UK or whose total income is below the tax free personal allowance limit can receive interest gross provided that appropriate forms are completed and held by the Bank.
9	HBL Bank UK Debit Card
9.1	Transactions performed at ATM's
	- within the UK Nil* (*some private ATMs may charge for cash withdrawals however they inform the customer of such charges before the transaction)
	- outside the UK 2% flat (min: £2)

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Transaction / Service		Charges
9.2	Transactions made in a currency other than the account currency	<p>Foreign currency loading fee of 2.5% added to the applicable exchange rate wherever a foreign exchange conversion takes place. (This is in addition to the fee charged by the foreign bank/ATM)</p> <p>Visa converts transactions into sterling using the Visa Exchange Rate on the day it processes the transaction. This rate may be different depending on the day transaction takes place. Historic exchange rate information is available on www.visaeurope.com</p>
9.3	Fee on Card replacement	<p>- £15 per card; first replacement card free</p> <p>- Annual charges free</p>
9.4	TOD or EOL (Excess Over Limit)	18% p.a.
9.5	Courier charges (to send Card and PIN to the card holder)	
	- within the UK	Free
	- outside the UK if mailed by the bank	£25 flat
10	Base Rate	
10.1	HBL Bank UK Base Rate	As displayed on the Bank's website and on the Notice Board of HBL Bank UK branches
10.2	UK Base Rate	Bank of England or UK Clearing Bank's Base Rate
10.3	Other Currencies Base Rate	Please refer to your local HBL UK Branch
11	Interest rates and administration charges on overdrafts and loans	
	<p>- Interest on overdrafts and loans is charged on the last working day of the month to which it pertains.</p> <p>- Rates/Charges given hereunder are standard rates but may vary on agreement with the client.</p>	
11.1	Arrangement fees on overdrafts and loans (including annual renewal fee on overdrafts)	Charges will apply on a case-to-case basis as agreed with the Bank
11.2	EOL (Excess Over Approved Overdraft Limit)	3% p.a. above the agreed rate (or as per Facility Letter)
11.3	Temporary / Unarranged overdrafts	Interest on O/D without arrangement LIBOR +6%, min 12% pa

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Transaction / Service		Charges
11.4	Administration charges (default management)	
11.4.1	Default Notice or any reminder letter:	£20 / \$40 / €30 flat
11.4.2	Demand Notice through Solicitors:	£50 / \$100 / €70 plus Solicitors fee
11.4.3	Deed handling, redemption or borrower related:	£100 / \$200 / €140 flat
11.4.4	Discharge:	£75 / \$150 / €105 flat
11.4.5	Holding Deed after discharge:	£50 / \$100 / €70 p.a. or part thereof
11.4.6	Deed copying:	£25 / \$50 / €35 flat
11.4.7	Inquiry on Deeds requiring written response to customers or Solicitors:	£25 / \$50 / €35 flat
11.4.8	New / revised leases / tenancy agreements of property charged to the bank:	£50 plus applicable solicitor fees
11.4.9	Property valuation / survey fees:	Actual (from our approved panel of surveyors)
11.4.10	Property perfection fees:	Actual
11.4.11	Courier charges:	At actual or £15 (national), £35 (Intl)
11.4.12	Service charge (for loan account)	Negotiable on case to case basis
11.4.13	Renewal fee	0.5% of the facility value (min: £250)
11.4.14	Interest certificates	£10
11.4.15	Redemption	As per arrangement (min: £250)
12	Safe Deposit Box (subject to VAT)	
12.1	Size	
	Small	£80
	Medium	£100
	Large	£150
	Extra Large	£220
13	Bureau de Change	
13.1	Purchase and Sale of Currencies	1% per transaction (min £3)
13.2	Purchase and Sale of Traveller's Cheques	1% per transaction (min £3)
14	Investment Banking	
<p>The Bank also offers Private Banking services. Please contact your Relationship Manager or the Portman Branch for details.</p>		

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HBL BANK UK LIMITED

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