

# Schedule of Charges

## The British Virgin Islands

### Corporate Banking

Effective: October 31, 2022

## Schedule of Charges

### CONTENTS

- 1 CORPORATE DEPOSIT AND TRANSACTION ACCOUNTS - LOCAL CURRENCY
- 2 CORPORATE DEPOSIT AND TRANSACTION ACCOUNTS - FOREIGN CURRENCY
- 3 SUNDRY SERVICES
- 4 LENDING AND CARD SERVICES
- 5 CORPORATE SERVICES
- 6 TRADE SERVICES

## Schedule of Charges

### CORPORATE DEPOSIT AND TRANSACTION ACCOUNTS - LOCAL CURRENCY

Business Current Accounts (Product Code 1)	
Minimum monthly service fee	\$12.00 waived if balance >\$5k
Withdrawals / Cheques per entry	\$1.50
Deposits / Credits per entry	\$1.00

Business Premium Accounts (Product Code 8)	
Minimum monthly service fee	\$12.00
Withdrawals / Cheques per entry	1 free, thereafter \$1.75
Deposits / Credits per entry	1 free, thereafter \$1.25

Call Accounts (Product Code 34)	
Minimum monthly service fee	\$8.00
Withdrawals / Debits - excludes ABM transactions	2 free, thereafter \$0.50
Deposits / Credits per entry	2 free, thereafter \$0.50

Fixed Deposit Accounts	
Transfer to another internal account on maturity	No Charge
Transfer to another institution on maturity	Draft/Wire Cost

**Notes:**

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise stated.

## Schedule of Charges

### CORPORATE DEPOSIT AND TRANSACTION ACCOUNTS - FOREIGN CURRENCY

POUND STERLING (GBP\$)	
GBP Business Current Accounts (Product Code 4)	
Minimum monthly service fee	£10.00
Withdrawals / Cheques per entry -excludes ABM transactions	£0.40
Deposits / Credits per entry	No Charge

GBP Business Call Accounts (Product Code 40)	
Minimum monthly service fee	£5.00
Withdrawals / Cheques per entry	4 free, thereafter £0.25
Deposits / Credits per entry	No Charge

**Notes:**

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise stated.

## Schedule of Charges

### SUNDRY SERVICES

INTERNET AND TELEPHONE BANKING	
Monthly Access Fee	No Charge

WIRE TRANSFERS		
International Wire Transfers (local equivalent):	<b>Branch</b>	<b>Internet</b>
\$1 to \$9,999.99	\$75.00	\$45.00
\$10,000.00 to \$99,999.99	\$95.00	\$65.00
\$100,000 and Over	\$145.00	\$95.00
Local / Regional Transfers:		
To/From an account held at other local banks via RTGS (local currency transactions only)	N/A	N/A
To an account held at one of our regional branches	\$40.00	\$30.00
Incoming Wire Transfers:		
To credit an account at one of our branches		\$15.00
To credit an account held at other local banks		\$25.00
Payable on presentation of Photo Identification		\$30.00
Returned Wire Payments: Incoming and Outgoing		USD \$30.00 equiv.
Tracers on Wire Transfers		USD \$40.00 equiv.

**Notes:**

- All figures are quoted in local currency unless otherwise stated.
- RTGS - Real Time Gross Settlement is an initiative of some local Central Banks that allows commercial banks to make (large) inter-bank transactions in real-time in local currency
- All wires are sent for Beneficiary to pay Correspondent fees by default. If the sender wishes to pay this fee, US\$24 will be added upfront to the cost of the wire.

DRAFTS &/OR INTERNATIONAL MONEY ORDERS	
Local drafts (Manager's cheques)	\$15.00
USD Currency Drafts (IMOs)	
Up to \$14,999.99	\$33.00
\$15,000.00 and over	\$83.00
Other Foreign Currency Drafts (IMOs)	
Up to \$14,999.99	\$28.00
\$15,000.00 and over	\$78.00
Tracers on Local drafts	\$15.00 + costs
Tracer on Foreign drafts	\$40.00 + costs
Stop Payment on Local drafts	\$25.00
Stop Payment on Foreign drafts	\$62.50-(includes foreign bank fees)
Duplicate / Replacement drafts	Original draft fee

MAIL TRANSFERS	
Outgoing: Inland	\$0.20 + Draft charges
Outgoing: Overseas	destination

STANDING ORDERS	
Set-up	No Charge
Amendment	\$15.00
Internal Orders :	
Loan Payments or Safety Deposit Box/Premier	No Charge
Between other accounts	\$5.00
External Standing Orders:	
To transfer funds LOCALLY	\$10.00 + draft fee
To transfer funds OVERSEAS	\$10.00 + draft/wire fee

BILL PAYMENT	
Via the Branch Counter	N/A
Via the ABM	N/A
Via the Internet	No Charge
Via Standing Order (Pre-Authorized Payment)	N/A

ACCOUNT TRANSFERS	
By customer via our ABM, telephone or online Banking	No Charge
By customer via another Bank ABM	N/A
By us on written/faxed/telephoned instructions	\$15.00

CHEQUE RELATED	
Cheque books (all styles)	\$5 + Cost + stamp duty
Stop payment on a local cheque (all reasons)	\$25.00 each
Stop payment on a foreign cheque (all reasons)	\$62.50-(includes foreign bank fees)
Charge backs – (items returned to us by another bank):	
Local cheque	\$25.00
Foreign cheque	\$50.00
Non-Sufficient Funds	\$30.00
Third Party (Non Customers) Cheque Cashing Fee	\$5.00
Foreign Cheque Processing Fee	\$6.00

## Schedule of Charges

### SUNDRY SERVICES

FOREIGN CURRENCY EXCHANGE	
Charges for foreign currency transactions where same currency tendered as for that being purchased	1% of USD equiv, Min \$10.00
Local currency for foreign currency	Daily rates apply
Foreign currency for local currency	Daily rates apply
Preparation & Submission of FC forms for Approval	N/A
Registration of inward investment with Central Bank (preparation &/or submission of Central Bank forms)	N/A
Registration for funds for repatriation	N/A

ABM	
New issue / replacement of expired or stolen card	No Charge
Replacement of lost card	\$25.00
**Mini Statement Print	\$1.00
ABM Deposits	No Charge
ABM Withdrawals:	
At a FirstCaribbean ABM	\$1.00
At another bank's ABM	N/A
Point of Sale purchases	N/A

**\*\*FREE ABM Withdrawals & Ministatements for the following account types:**

Direct Banking, Bank@Work, Bank@School, Senior Savings, Senior Chequing

STATEMENTS	
Mailed / Regular / diary filled statement	No Charge
Duplicate / Additional / Interim statement	\$5.00 each
Screen print / photocopy	\$5.00 each
Held for collection at the Branch	\$10.00 each
E-statement:	
Set Up	No Charge
Monthly Subscription Fee (to be collected via standing order)	
Daily files	US\$50.00 / account
Weekly Files	US\$20.00 / account
Monthly Files	US\$15.00 / account
Transaction Fee	No charge

RESEARCH	
Where vouchers are held at local branch	\$20.00 per hour
Same Month (within 30 days of last statement):	
1-5 Vouchers / Items	\$21.00 per hour
Each additional Voucher / Item	Covered above
2 months - 12 Months:	
1-5 Vouchers / Items	\$21.00 per hour
Each additional Voucher / Item	Covered above
Over 3 months and up to 7 Years:	
1-5 Vouchers / Items	\$24.00 per hour
Each additional Voucher / Item	Covered above

MISCELLANEOUS SERVICES	
Audit Certificate	\$25.00
Certificate / Confirmation of balance	\$25.00
Certificate of interest Paid	\$25.00
Reference Letters	\$25.00
Reference Letters: provided on the same day	\$40.00
Fax sent / received for a customer:	
USA	\$50.00 per page
Elsewhere including local	\$10.00 per page
Signature verification	\$5.00
Insurance on Registered Mail	Cost
Photocopying documents	\$5.00 per sheet
Coin Orders (requesting coin)-Same day request	1% Min. \$12.00
Coin Handling (exchanging for Bills)	1% Min. \$8.00
Hold Mail	\$20.00

## Schedule of Charges

### SUNDRY SERVICES

ACCOUNT CLOSURE	
Chequing:	
Within 90 days	\$50.00
Within 180 days	\$20.00
Savings:	
Within 90 days	\$100.00
Within 180 days	\$50.00
SureStart	\$20.00

SAFETY DEPOSIT BOXES	
Annual Rental Fees:	
Small	\$220.00
Medium	\$300.00
**Refund of Annual Rental Fee (box closed before year end)	Annual fee less outstanding charges & taxes
Other Fees:	
Number of free visits	3 per month
Additional visits	\$5.00 each
Forced entry / Drilling of Box	\$100.00 + expenses
Listing of contents	\$80.00
Replacement / Lost key	\$10.00
Notification of Safety Deposit arrears	Free

LARGE CASH DEPOSITS		
Description	Threshold	Fee
Fee for depositing large cash deposits via Night deposits	\$0 - \$5,000	0% of total deposit
	\$5,000 - \$10,000	0.25% of total deposit
	Over \$10,000	0.5% of total deposit
Fee for depositing large cash deposits in-Branch	\$0 - \$5,000	0.25% of total deposit
	\$5,000 - \$10,000	0.5% of total deposit
	Over \$10,000	0.75% of total deposit

DORMANCY PROTECTION	
Initial Notice (when account goes dormant after 4 years of inactivity)	\$30.00
Notice thereafter (every year of inactivity)	\$30.00 each
Reactivation	No Charge
Transfer to Central Bank (after 10 years of dormancy)	\$20.00 + VAT

SAFEKEEPING AND SECURITIES	
Annual (Rental) Fees:	
Sealed envelopes (letter sizes)	\$40.00
Sealed packages:	
Small	\$100.00
Large	\$200.00
Sealed boxes	\$300.00
Stocks, Debentures, Share Certificates, Deeds, Treasury Bills safekeeping, Savings Certificates	\$220.00
Refund of Annual Rental Fee	1/12 of annual fee for each unused full month
Other Fees:	
Number of free visits	3 per month
Additional visits per month	\$5.00 each
Clipping coupons	N/A
Obsolete collateral	N/A

TRAVELERS CHEQUES	
Cashed In	AMEX: Free VISA: 0.25% Min\$12.00

*Notes:*

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise stated.

## Schedule of Charges

### LENDING AND CARD SERVICES

LENDING SERVICES	
OVERDRAFTS	
Setup / Annual Renewal Fee	1.5% Min. \$250.00
Standby / Availment (Commitment) fee	1.5% Min. \$250.00
Excess Overdraft Fee	1.00% Min. \$30.00
Unauthorized Overdraft Fee	2.00% Min. \$30.00
<i>Note: Overdraft interest rates are charged separately. See rate bulletin for rates.</i>	

CREDIT CARDS	
CREDIT CARDS	
See Credit Card Schedule of Charges	

**Notes:**

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise stated.

VISA DEBIT CARDS - USD CURRENCY	
USD VISA DEBIT CARDS	
Annual Fees	No charge
Fast Card Fees ( <i>Courier charges only</i> )	\$45.00
ABM Balance Inquiry Fee:	
At a local FirstCaribbean ABM	No charge
At another bank's ABM	\$0.50
ABM Withdrawals:	
At a local FirstCaribbean ABM	No charge
At another local bank's ABM	\$3.00
At International/Overseas bank's ABM (Including FirstCaribbean ABMs in another country)	\$3.00
Point of Sale Purchases:	Free
Replacement & Additional Cards - Classic	\$5.00
Replacement & Additional Cards - Platinum	\$10.00
Stamp Duty	No Charge
Declined Transactions:	
At a local FirstCaribbean ABM	No charge
At another local bank's ABM	\$1.00
At International/Overseas bank's ABM (Including FirstCaribbean ABMs in another country)	\$1.00



## Schedule of Charges

### CORPORATE SERVICES

E-PAY - (Payroll, Supplier Payments, Direct Debits)	
Set up Fee	No Charge
Service Fee (monthly)	No Charge
Operational Fee (per payroll run)	\$10.00
Transaction Fee (per credit/payment):	
Per credit to employee account with FirstCaribbean	\$0.50
Per credit to employee account with Another Bank	\$0.75
Late transmission of payroll file	\$20.00

E-Cheque Card Accounts	
Minimum monthly service fee	No Charge
Withdrawals / Cheques per entry	\$0.75
Deposits / Credits per entry	\$0.75

MANUAL PAYROLL - Paper List Option	
Set up Fee	No Charge
Service Fee (monthly)	No Charge
Operational Fee (per payroll run)	\$30.00
Transaction Fee (per credit/payment):	
Per credit to employee account with FirstCaribbean	\$3.00
Per credit to employee account with Another Bank	\$7.50
Late transmission of payroll file	\$20.00

MANUAL PAYROLL - Cash/Envelope Option	
Set up Fee	No Charge
Service Fee (monthly)	No Charge
Operational Fee (per payroll run)	\$30.00
Transaction Fee (per credit/payment):	
Per credit to employee account with FirstCaribbean	\$3.00
Per credit to employee account with Another Bank	\$5.00
Late transmission of payroll file	N/A

OVER-THE-COUNTER PAYROLL	
Set up Fee	N/A
Service Fee (monthly)	N/A
Operational Fee (per payroll run)	\$60.00
Transaction Fee (per credit/payment):	
Per credit to employee account with FirstCaribbean	\$3.00
Per credit to employee account with Another Bank	\$7.50
Same day/immediate request	\$80.00

NIGHT WALLET DEPOSITORY	
Annual Fees:	
Canvas Wallets	N/A
Disposable Bags	\$60.00
Short Term Rental (30 days or less):	
Canvas Bags	N/A
Disposable Bags	N/A
Safekeeping (where contents remain in bag):	
Canvas Bags	N/A
Disposable Bags	N/A
Rebates:	
Canvas Bags	N/A
Disposable Bags	No Charge
Per Package of 100 (Disposable Only):	
Small: 9 x 12	\$10.00
Medium: 12 x 16	\$12.50
Large: 19 x 28	\$15.00
Replacement and Repairs:	
Canvas Bag	N/A
Canvas Bag Keys	N/A
Trap Door Key	\$25.00
Additional Key	\$25.00

ONLINE BILL PAYMENT	
<i>Banking</i>	
Charge Per Payment	\$0.60

E-STATEMENT PRICING	
Statement Frequency	Fee
Via Swift:	
Daily	USD\$50
Weekly	USD\$20
Monthly	USD\$15
Via Email:	
Daily	USD\$25
Weekly	USD\$15
Monthly	USD\$10

SWEEPS and ZBAs	
Set-up fee	
Standard Set Up	USD\$50
Additional Set Up	USD\$10

**Notes:**

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise stated.

## Schedule of Charges

### TRADE SERVICES

BONDS, INDEMNITIES & GUARANTEES	
Performance Bonds	1.25% p.a. Min \$55.00
Customs Bond	1.00 p.a. Min \$35.00
Guarantee Bond	1.25% p.a. Min \$55.00

LETTERS OF CREDIT: IMPORT (INWARD) CLEAN & DOCUMENTARY	
Establishment Commission	
Sight to 3 days:	
For the first quarter	1.00% Min \$55.00 + SWIFT costs
Each additional month	1.00% Min \$55.00 + SWIFT costs
Term – Max 1 year:	
For the first quarter	1.00% Min \$55.00 + SWIFT costs
Each additional month	1.00% Min \$55.00 + SWIFT costs
Amendments, Extensions and Increases:	
Amendments	\$55.00 + charges
Extensions	\$55.00 + charges
Increases	\$55.00 + charges

LETTERS OF CREDIT: EXPORT (INWARD) CLEAN & DOCUMENTARY	
Advising Credits	\$55.00
Amendments to credits	\$55.00 + swift/mail costs
Confirming credits	1% Min \$55.00
Drawings	0.25% Min \$55.00 Max \$25.00

STANDBY LETTER OF CREDIT	
Issue a Standby Letter of Credit:	
Pre-Advising Commission	USD 60.00
Issuing Commission without full cash (or equivalent) collateral	<b>For Validity of 1 Year:</b> 2.0 % p.a. (with or without renewal) <b>For Validity of LESS THAN 1 Year:</b> 1% Up to 90 days 0.35% Each additional quarter
Issuing Commission with partial cash (or equivalent) collateral	Calculated based on percentage of security clear and secured
Issuing Commission with full cash (or equivalent) collateral	0.2% per quarter. Min USD150.00
Preparation / Review of Application	USD 200.00
Amendments, Extensions and Increases:	
Extensions	Issuing Commission will be charged on the amount for the extended (additional) validity
Increases	Issuing Commission will be charged on the additional amount for the remaining validity
Other Amendments	USD 60.00
Communication Charges	See Communication Section
Renewal	Same as Issuing Commission
Drawing	0.25%. Min\$150

DOCUMENTARY COLLECTIONS (IMPORT & EXPORT)	
<b>Clean Collection:</b>	
Handling Charge:	
All amounts	0.50% Min \$11.00 Max \$100.00
<b>Inward (clean or Documentary)</b>	
Interest charge – Local or Foreign Currency:	\$75.00
Sight	0.75% Min \$55.00 Max \$250.00
Term	1.00% Min \$55.00 Max \$250.00
Collection Commission:	
All amounts	0.75% Min \$55.00 Max \$250.00
Holding Commission:	
Sight bills	\$11.00 per month
Matured / Accepted Bills	\$11.00 per month
(Guarantees re Missing Bills of	
First 3 months or part thereof	1.00% Min \$50.00
Each Additional month	1.00% Min \$50.00
Return (of Documents) Charges	\$11.00 + holding fee
Protest Fee	\$55.00 + legal costs
Airmail Charges	\$5.50
<b>Inward:</b>	\$50.00
Cheques received for	0.50% Min \$11.00 Max \$100.00
<b>Outward:</b>	
Foreign Cheques	0.50% Min \$11.00 Max \$100.00
Clean (coupons, bonds, debentures etc)	0.50% Min \$11.00 Max \$100.00
Documentary collections/Handling Charge	\$8.25

**Notes:**

- \* - Product/Service Not offered to new clients
- All figures are quoted in United States Dollars unless otherwise