

# TABLE OF COMMISSIONS AND CHARGES

Legal Entities

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# TABLE OF COMMISSIONS AND CHARGES

## 1. Loans (Hire purchase loans included)

Documentation fees	€50	Fixed charge for Small Businesses for facilities up to €20.000.
	€75	Fixed charge for Small Businesses for facilities over €20.000.
	€150	Fixed charge for Small to Medium Enterprises.
	€350	Fixed charge for Corporate customers.
	€750	Fixed charge for Corporate customers with registration of mortgage
Mortgage withdrawal	€150	In cases of early repayment (Excluding refinancing).
Cancellation fees for the non-execution of approved facilities	0,50%	Maximum charge €1000.
Commitment fees	1,50%	Quarterly, on the daily balance of the unutilised balance of the loan.
Withdrawal of loan fee	€25	For every withdrawal.
Prepayment expenses / early repayment fees of loans that fall OUTSIDE the Law on Credit Agreements for Consumers Relating to Residential Immovable Property of 2017 and OUTSIDE the Credit Consumer Law		Compensation of the Bank for any costs, expenses, damages, losses or liabilities (Including loss of profits) which may be suffered or incurred by the Bank depending on the period of the loan to be prepaid and the market interest rates.
Option to Purchase fee	€50 / CHF80 / GBP35	Hire Purchase loans in Euro, Swiss Francs and in Sterling Pounds.
Loan arrears	2%	Charge of additional interest on arrears which remains in effect for as long as arrears are outstanding. Charged upon termination of account.
	€5	Each month, for the first sixty days the loan is in arrears.
	€20	Each month, after the sixty days that the loan is in arrears.

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## 2. Accounts

	Branches		1 bank
Maintenance fee for all current accounts with an overdraft	Up to €3.000: €6	Quarterly charge.	
	Over €3.001 - €10.000: €10		
	Over €10.001 - €100.000: €50		
	Over €100.001 - €1.000.000: €200		
	Over €1.000.000: €500		
Maintenance fee for current accounts without an overdraft	€6	Quarterly charge: Small business, per account	
	€100	Small-medium & large business, per customer	
Liquidity Fee	0.50% on an annual basis	Charged monthly, on the monthly average balances in Euro. An amount of up to €100.000 per customer is exempted from the average monthly balance on which the fee is charged.	
Current account unauthorised excesses (Over the limit authorised)	2%	Charge of additional interest on unauthorised excess balances, which remains in effect whilst the unauthorised balance is outstanding. Charged upon termination of account.	
	€12	For each day a debit transaction takes place on an account resulting to the creation or increase of the unauthorised excess over limit.	
Account excesses on credit accounts	2%	Charge of additional interest on unauthorised debit balances (In addition to the maximum interest in effect for overdraft accounts).	
	€12	For each day a debit transaction takes place on an account resulting to the creation or increase of the debit amount.	
Withdrawal from Notice accounts (Local currency) without notice	2%	Withdrawals of up to €2.000, allowed once a month, free of charge.	No charge on daily transfer limit without notice: • €500 for E-Notice accounts • €300 for the remaining Notice accounts
Cash withdrawal over the counter	1‰ minimum €0.05 / maximum €2	Charge for cash withdrawals up to €15.000	
	1‰ maximum €50	Charge for cash withdrawals over €15.000	
For deposits to third party account	€5	For deposits to third party account, only when payment details are required. Per transaction.	

# TABLE OF COMMISSIONS AND CHARGES

## 2. Accounts

	Branches		1 bank
Payment of a Fixed Deposit account with fixed interest rate before maturity		<p>The bank charge is calculated on the basis of the amount withdrawn and the days that remain until the maturity date of the deposits.</p> <p>The amount paid to the customer is the initial amount of deposit plus interest for the whole tenor of the deposit, reduced by an interest amount calculated for the number of days that remain until the maturity date of the deposit, by using the average of the prevailing Euribor / Libor (As the case may be) for the number of days until the maturity of the deposit plus a spread according to the tenor of the deposit:</p> <ul style="list-style-type: none"> <li>• Fixed deposit up to 8 days: 1%</li> <li>• Fixed deposit from 9 to 35 days: 2%</li> <li>• Fixed deposit over 35 days: 2%</li> </ul>	
Statement printing and mailing cost	€3 - €75	Minimum / maximum charge.	
Dormant accounts (Notice and savings accounts)	€5	Quarterly charge. Only for accounts with balance less than €200.	
Opening account fee for Client Accounts (Specific) and Provident Funds	€150	Minimum charge. Once off, per account, upon account opening.	
Ledger fees	€0.15	For transfers between accounts over the counter. Per transaction.	
	€0.15	For transfers to pool Client Accounts. Per transaction.	
	€0.15	For deposits to third party account, only when payment details are required. Per transaction.	

## 3. Cheques

	Branches		1 bank
Cheque returned due to insufficient funds	€35	Per cheque (Drawer's charge).	
Cheque returned unpaid twice or more	€10	Per cheque (Beneficiary's charge).	
Return of paid cheques to drawer	€10 / €50	Minimum per cheque / maximum charge for each date.	
Stop payment request	€10 / €25	Minimum charge for each cheque / maximum charge for each request.	No charge
Chequebooks	€25	Charge for local and foreign currency accounts (USD / GBP).	€16

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## 3. Cheques

	Branches		1bank
Chequebooks of special printing / Cheques printed on continuous paper	€25	Per 100 cheques. Additional stamp duty of €5 is charged for 100 cheques. The cost of printing is not included.	
Special Presentation of cheques	€20	For each cheque that Bank of Cyprus presents to other local Banks or for every Bank of Cyprus cheque presented to other local Banks.	
Issue of local Bankers Drafts	0,15%	Minimum charge €5 / maximum charge €20.	
Cheques cashed	0,20% minimum €5	Bank of Cyprus cheques and other local Bank cheques.	
	No charge	Central Bank of Cyprus cheques.	

## 4. Payments and Foreign Exchange

	Branches		1bank
	Commission for foreign currency transactions	Commission for transactions in Euro	

### 4.1 Purchase of Foreign Currency Notes

Pay cash in Euro or deposit in Euro account	2% minimum €5	Not applicable	
Deposit in same foreign currency account	0,50%	Not applicable	
Deposit in different foreign currency account	0,50%	Not applicable	
Repurchase of unutilised notes	No charge	Not applicable	

### 4.2 Sale of Foreign Currency Notes

Receive Euro cash or debit Euro account / same / different currency account	1% minimum €2 / maximum €40	Not applicable	Through ATM: 0,50% minimum €1 / maximum €20
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### 4.3 Purchase of Travellers Cheques

Pay cash in Euro or deposit in Euro account	1% minimum €7	Not applicable	
Deposit in same foreign currency account	Not applicable	Not applicable	
Deposit in different currency account	1% minimum €7	1% minimum €7	
Postages per travellers cheque	€1 for each travellers cheque	€1 for each travellers cheque	

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## 4. Payments and Foreign Exchange

	Branches		1 bank
	Commission for foreign currency transactions	Commission for transactions in Euro	
<b>4.4 Purchase of Foreign Cheques</b>			
Pay cash in Euro or deposit in Euro account	0,40% minimum €5 / maximum €400	0,50% minimum €5 / maximum €50	
Deposit in same foreign currency account	0,50% minimum €5 / maximum €50	Not applicable	
Deposit in different currency account	0,40% minimum €5 / maximum €400	0,40% minimum €5 / maximum €400	
Postages per cheque	€1 each	€1 each	
<b>4.5 Transfers between accounts in same currency</b>			
Between two accounts owned by same customer	€2	No charge	No charge
Between two accounts owned by different customers	€7	No charge	No charge
<b>4.6 Outward Payments*</b>			
Within Cyprus and SEPA zone (EU) up to €50.000	Not applicable	Up to €1.000: €10 Over €1.000 - €50.000: €25	Up to €1.000: No charge Over €1.000 - €5.000: €3 Over €5.000 - €50.000: €6
<ul style="list-style-type: none"> <li>In Euro within Cyprus and EU over €50.000,</li> <li>In Euro outside Cyprus and EU for any amount and</li> <li>In all foreign currencies for any amount and any destination</li> </ul>	Transfer Commission: 0,20% minimum €10 / maximum €500 + processing fees €25	Transfer Commission: 0,20% minimum €10 / maximum €500 + processing fees €25	Transfer Commission: 0,15% minimum €5 / maximum €250 + processing fees €10
SWIFT transfers with same day value	Additional fee 0,05% minimum €20 / maximum €200	Additional fee 0,05% minimum €20 / maximum €200	
Correspondent's charges collected from the applicant (Charges OUR)	Up to €10.000: €12	Up to €10.000: €12	
	Over €10.000 - €50.000: €40	Over €10.000 - €50.000: €40	
	Over €50.000: €60	Over €50.000: €60	
Charges for discrepancy / amendment on customer instructions	€50	€50	
Missing / invalid IBAN charges	€30	€30	

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## 4. Payments and Foreign Exchange

	Branches		1bank
	Commission for foreign currency transactions	Commission for transactions in Euro	
<b>4.7 Inward Payments*</b>			
Payments in favour of BOC customers regardless of payment system	Up to €2.000: €2	Up to €10.000: No charge	
	Over €2.000 - €50.000: €10	Over €10.000 - €50.000: €4	
	Over €50.000: €40	Over €50.000: €30	
Payments in favour of other Bank's customers		Within Cyprus: No charge.	
Discrepancy charge	€30	€30	

## 4.8 Other Charges

Forward Exchange Contracts	0,20% minimum €35 / maximum €1000		
Transaction investigation for enhanced due diligence	0,50% minimum €100 / maximum €10.000		

**\* EXCHANGE COMMISSION:**

Whenever there is a conversion between two different currencies, including Euro, additional exchange commission is charged: 0,40% minimum €5 / maximum €400.



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## 5. Cards

### 5.1 Commissions and Charges for Credit Cards

Membership Fee	Business Cardholder	
<b>VISA (Annual)</b>		
BUSINESS CARD	€45	
<b>MASTERCARD (Annual)</b>		
MASTERCARD BUSINESS	€45	
<b>MASTERCARD (Monthly)</b>		
AEGEAN MASTERCARD BUSINESS	€8	
<b>FOOTBALL CLUB CARDS (Annual)</b>		
OMONOIA VISA	€25	
APOEL VISA	€25	
<b>Minimum payment</b>		
For all credit cards, the payment is a fixed instalment which is a percentage on the balance of the account, with a minimum of €17. For the below cards the instalment is fixed, % on the credit card limit amount, with a minimum of €17:		
<b>BUDGET CARDS</b>		
BUDGET 12	8,89%	
BUDGET 18	6,11%	
BUDGET 24	4,72%	
BUDGET 36	3,33%	
<b>Service Charges and Administration Fees</b>		
	<b>Branches</b>	<b>1bank</b>
Copy of transaction	€10	
Copy of statement	€3.40	No charge
PRIORITY PASS	€24 per person per visit	
Interest rate for AEGEAN MASTERCARD BUSINESS Cards	12,50%	
Interest rate	11,50%	
Charges on arrears (Arrears up to €20 will not be charged)	2% monthly	
Cash advance fees worldwide / cash transfer fees from credit card accounts	3,33% minimum amount €5	
Administration fee for non-Euro and SEK transactions	3%	

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## 5.2 Commissions and Charges for Debit Cards

Membership Fee	Business Cardholder
<b>VISA (Annual)</b>	
<b>EURO</b>	
BUSINESS CARD	€25
<b>USD</b>	
BUSINESS CARD	\$30
<b>GBP</b>	
BUSINESS CARD	£20
<b>MASTERCARD (Annual)</b>	
MASTERCARD BUSINESS	€25
<b>Service Charges and Administration Fees</b>	
Copy of transaction	EUR 10
	USD 13
	STG 9
ATM withdrawal fees from BOC ATM in Cyprus	No charge
Cash Advance fee worldwide for EURO and SEK, except from Bank of Cyprus ATMs in Cyprus	EUR 3
	USD 4
	STG 3
Cash Advance fees for transactions except for EURO and SEK	3,33% minimum amount:
	EUR 5
	USD 7
	STG 5
Administration fees (Note 2)	3%

## 5.3. Commissions and Charges for other card products

Membership Fee (Annual)	Cardholder	Business Cardholder
MASTERCARD BUSINESS TOP UP		€10
CYBANK24 (Note 1)	€5	€5
DEPOSIT CARD	Not applicable	No charge
<b>Service Charge and Administration Fees</b>		
Card re-issue fee for MASTERCARD BUSINESS TOP UP		€10
<b>BankNext Card Products (Note 1)</b>	<b>Upon first issue and upon renewal every 3 years</b>	
VISA WearablePay	€10	
VISA TagPay	€5	

### NOTES:

- (1) This product is not offered to new customers.
- (2) (i) Accounts in Euro linked to a card, are charged with administration fees for transactions executed in a currency that is different from the account currency. Transactions in Swedish Kroners are excluded.  
(ii) Foreign currency accounts linked to a card, are charged with administration fees for all.

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## 6. Trade Finance Services

### 6.1 Bills for Collection

#### 6.1.1 Incoming and Outgoing Collections

Transaction fees	€40	
Collection commission	0,20%	Minimum €20 / maximum €100
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €500
Protest fees	€35	
Acceptance Guarantee / Extension commission	0,20%	Monthly charge, minimum period 3 months, minimum amount €25

#### 6.1.2 Incoming Cheques

Transaction fees	€40	
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €500
Return of unpaid cheque	€30	Per cheque

#### 6.1.3 Outgoing Cheques

Transaction fees	€40	
Collection fees	€20	
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €500

## 6.2 Letters of Credit

### 6.2.1 Import Letters of Credit

Transaction fees	€40	
Opening commission / Extension – without Confirmation	0,20%	Monthly charge, minimum period 3 months, minimum amount €50
Opening commission / Extension - Confirmed	0,125% - 0,42%	Monthly charge, minimum period 3 months, minimum amount €50
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €1.000
Acceptance commission	0,20%	Monthly charge, minimum period 3 months, minimum amount €50
Discrepancy fees	€100	
Correspondents commission	€35	In case Letter of Credit expires unutilised.
Payment / reimbursement fees	€100	For payments via SWIFT transfer (Includes SWIFT messages).

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## 6. Trade Finance Services

### 6.2 Letters Of Credit

#### 6.2.2 Export Letters of Credit

Transaction fees	€40	
Advising commission	0,05%	Minimum €50 / maximum €200
Confirmation commission	0,20%	Monthly charge, minimum period 3 months, minimum amount €100. Differentiation on debit according to country / Bank risk.
Acceptance commission (For confirmed credits)	0,20%	Monthly charge, minimum period 3 months, minimum amount €100. Differentiation on debit according to country / Bank risk.
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €1.000
Payment / execution commission	0,25%	Minimum €50 / maximum €150
Discrepancy fees	€100	
Pre-checking of documents	€50	Minimum amount
Assignment of proceeds	€50	

#### 6.2.3 Transferable Letters of Credit

Transaction fees	€40	
Transfer / Extension commission	0,10%	Monthly charge, minimum period 3 months, minimum amount €100
Amendment fees	€30	
Payment / reimbursement fees	€100	For payments via SWIFT transfer (Includes SWIFT messages).

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## 6. Trade Finance Services

### 6.3 Letters of Guarantee

#### 6.3.1 Letters of Guarantee - Local

Transaction fees	€40	Does not apply for Letters of Guarantee in favour of Civil Registry and Migration Department.
Issuance / Extension commission:		
Tender Guarantee	1% - 1,50%	Per annum. Monthly charge, minimum period 3 months, minimum amount €25
Performance Guarantee	1% - 1,50%	
Advance / Other Payment Guarantee	1% - 2%	
Issuance / extension commission of Letters of Guarantee in favour of Civil Registry and Migration Department	€85	
Amendment fees	€30	

#### 6.3.2 Foreign Incoming Guarantees - Advised Guarantees (Without any responsibility)

Advise commission	€50	
Amendment fees	€30	

#### 6.3.3 Foreign Incoming Guarantees - Counter Guarantees (With the counter guarantee of our correspondents)

Transaction fees	€40	
Issuance commission	0,20%	Minimum percentage per quarter. Minimum amount €35. Differentiation on debit according to country / Bank risk.
Amendment fees	€30	

#### 6.3.4 Foreign Outgoing Guarantees / Standby Letters of Credit

Transaction fees	€40	
Issuance / extension commission	0,25% - 1,25%	Per quarter. Monthly debit for every additional month, minimum 3 months, minimum amount €25.
Amendment fees	€30	

#### 6.3.5 Letters of Guarantee - Other Debits

Handling commission	0,25%	Minimum €10 / maximum €500, for payment of claims via SWIFT transfer.
Claim fee	€100	

### 6.4 Shipping Guarantees / Letters of Undertaking (For letters of credit and bills for collection)

Issuance commission	€50	
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## 6. Trade Finance Services

### 6.5 Deposit of Goods into Bonded Warehouse / Withdrawal

Commission of deposit of goods	€50	
Withdrawal fee	€50	
Visit for goods inspection	€100	Per visit

### 6.6 Other Commissions & Charges

Exchange commission	0,40%	Minimum €5 / maximum €400. Collected whenever there is conversion of currency and replaces Handling commission.
Investigation fees	€15	
Evaluation of complicated cases	€50 - €250	
Cancellation commission	€20	For cancellation before or after issuance.
Courier charges abroad / local	€35 / €10	
Postages abroad	€10	For registered mail.
Commission for transfer / payment	€35	Does not apply for payments via SWIFT transfer under Import Letter of Credit and Transferable Letter of Credit.
SWIFT charges	€15	

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## 7. Other Services Rendered

	Branches		1 bank
Standing order	€10	Opening / modification.	No charge
Standing order execution	No charge	Transfers to Bank of Cyprus customers.	No charge
	€3	Transfers to other Banks (Within SEPA zone).	
	€5	Non execution due to insufficient funds.	
SEPA Direct Debit	€1	Non execution due to insufficient funds.	
Charge for non - automated payrolls	€3	Minimum charge per employee / maximum charge €500.	No charge
Filing of statements / correspondence at the Bank	€100	Annual charge.	
Copy of account statement	€5	For each period statement (Irrespective of number of pages).	No charge
Printing of a temporary account statement	€2		No charge
Copies of vouchers, cheques, etc.	€10	Charge for each date requested.	No charge
Interest and Balance Certificate per customer, at Auditors' request	€100	Annual charge.	
	€60	Additional charge for other extra information.	
Interest / Balance Certificate for a specific account	€5	Minimum annual charge per account.	No charge
Other Certificates	€5	Minimum charge.	
Bank reference letter	€35		
Utility Bill / Tax payment over the counter	€2		No charge
Exchange / deposit / withdrawal of coins	1% minimum €5	For over €35 in coins.	
Mandate preparation	€10		
Security codes	€2	Verification of instructions / maximum charge €150 per year.	
	€10	Purchase cost of SMS Digipass	€10
	€20	Purchase cost of Digipass APP	€20
Invoice eSettlement		Monthly charge	€1.000
File update / review fee		€100 for small to medium legal entities €250 for Corporate Group €50 for Corporate Group related parties	

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## 7. Other Services Rendered

Safe deposit boxes		
Yearly rent (VAT not included)	€90	Up to 6000 c.c
	€100	Over 6001 c.c. - 10000 c.c.
	€110	Over 10001 c.c. - 15000 c.c.
	€120	Over 15001 c.c. - 20000 c.c.
	€130	Over 20001 c.c. - 50000 c.c
	€170	Over 50001 c.c.
Prepayment to cover any loss of key of the safe deposit box	€150	
Cost of visits		Free of charge for the first 3 visits. €25 per visit / for any additional visit.
Annual review fee on Client Accounts (Pool) and Provident Funds	€300	Minimum charge. Annual charge, per current account.
Issuance of confirmation letters / consents / changes of signatories for current accounts with or without an overdraft, loan facilities or collaterals	€100	Per letter / request



# TABLE OF COMMISSIONS AND CHARGES

## 8. Factoring products

Administration fee	A percentage charged on the value of invoices / cheques assigned.	
Annual review fee	Up to €500.000: €100	Annual charge.
	Over €500.000 - €1.000.000: €150	
	Over €1.000.000: €200	
Account opening fee	Up to €1.000.000: €100	Once off charge.
	Over €1.000.000: €150	
Statement printing and mailing cost	€2	Monthly charge.

**NOTE:**

Additional information for specialised banking services, can be provided by any Branch / Unit of the Bank of Cyprus.