

# TABLE OF COMMISSIONS AND CHARGES

Legal Entities

## Table of Contents

1. Loans	3
2. Accounts	4
3. Cheques	5
4. Payments and Foreign Exchange	6
5. Cards	9
6. Trade Finance Services	11
7. Other Services	15
8. Factoring Products	17



# 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.
	€100	Fixed charge for Small to Medium Enterprises.
	€200	Fixed charge for Corporate customers.
Mortgage withdrawal	€50	In cases of early repayment (excluding refinancing).
Cancellation fees for the non-execution of approved facilities	0,5%	Maximum charge €1.000.
Commitment fees	1,5%	Quarterly, on the daily balance of the unutilised balance of the loan.
Withdrawal of loans 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 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.

# TABLE OF COMMISSIONS AND CHARGES

## 2. Accounts

	Branches		1bank
Maintenance fee for all current accounts with an overdraft	Up to €3.000: €3	Quarterly charge.	
	Over €3.000 - €10.000: €5		
	Over €10.000 - €100.000: €35		
	Over €100.000 - €1.000.000: €200		
	Over €1.000.000: €500		
Maintenance fee for current accounts without an overdraft	€100	Quarterly charge (per customer).	
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: <ul style="list-style-type: none"> <li>• €500 for E-Notice accounts</li> <li>• €300 for the remaining Notice accounts</li> </ul>
Payment of a Fixed Deposit account with fixed interest rate before maturity		The Bank charge is calculated on the basis of the amount withdrawn and the days that remain until the maturity date of the deposits.  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: <ul style="list-style-type: none"> <li>• Fixed Deposit up to 8 days: 2%</li> <li>• Fixed Deposit from 9 to 35 days: 3%</li> <li>• Fixed Deposit over 35 days: 4%</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.	

# TABLE OF COMMISSIONS AND CHARGES

## 3. Cheques

	Branches		1 bank
Cheque returned due to insufficient funds	€35	Per cheque (drawer's charge).	
Cheque returned unpaid twice or more due to insufficient funds	€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	€15	Charge for local and foreign currency accounts (USD/GBP).	€6
Chequebooks of special printing		Charges depend on the number and colour of cheques.	
Cheques printed on continuous paper	€5	Per 100 cheques. Additional stamp duty of €0,05 is charged for every cheque. 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	0,2% minimum €5	Other local Bank cheques.	
	No charge	Central Bank of Cyprus cheques.	

# TABLE OF COMMISSIONS AND CHARGES

## 4. Payments and Foreign Exchange

	Branches		1bank
	Commission for foreign currency transactions	Commission for transactions in Euro	
<b>4.1 Purchase of Foreign Currency Notes</b>			
Pay cash in Euro or deposit in Euro account	2% minimum €5	Not applicable	
Deposit in same foreign currency account	0,5%	Not applicable	
Deposit in different foreign currency account	0,5%	Not applicable	
Repurchase of unutilised notes	No charge	Not applicable	
<b>4.2 Sale of Foreign Currency Notes</b>			
Receive Euro cash or debit Euro account / same / different currency account	1% minimum €2 / maximum €40	Not applicable	Through ATM: 0,5% minimum €1 / maximum €20
<b>4.3 Purchase of Travellers Cheques</b>			
Pay cash in Euro or deposit in Euro account	1% minimum €7	Not applicable	
Deposit in same foreign currency account	No charge	No charge	
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	
<b>4.4 Purchase of Foreign Cheques</b>			
Pay cash in Euro or deposit in Euro account	0,4% minimum €5 / maximum €400	0,5% minimum €5 / maximum €50	
Deposit in same foreign currency account	0,5% minimum €5 / maximum €50	Not applicable	
Deposit in different currency account	0,4% minimum €5 / maximum €400	0,4% minimum €5 / maximum €400	
Postages per cheque	€1 each	€1 each	

# TABLE OF COMMISSIONS AND CHARGES

## 4. Payments and Foreign Exchange

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

### 4.5 Issue of Foreign Cheque

Receive Euro cash or debit Euro account	0,4% minimum €5 / maximum €400	0,15% minimum €5 / maximum €400	
Debit same foreign currency account	0,15% minimum €5 / maximum €400	Not applicable	
Debit different currency account	0,4% minimum €5 / maximum €400	0,4% minimum €5 / maximum €400	

### 4.6 Transfers between accounts in same currency

Between two accounts owned by same customer	€2	No charge	No charge
Between accounts owned by different customers	€7	No charge	No charge

### 4.7 Outward Payments\*

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: €3 Over €1.000 - €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	

# TABLE OF COMMISSIONS AND CHARGES

## 4. Payments and Foreign Exchange

	Branches		1 bank
	Commission for foreign currency transactions	Commission for transactions in Euro	
<b>4.7 Outward Payments*</b>			
Charges for discrepancy / amendment on customer instructions	€50	€50	
Missing / invalid IBAN charges	€30	€30	
Payments within the Group, same customer, same currency account	50% discount	50% discount	
<b>4.8 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 Banks' customers	Up to €2.000: €2 + €12 processing fees	<u>Within EEA countries:</u> No charge	
	Over €2.000 - €50.000: €10 + €12 processing fees	<u>Outside EEA countries:</u> Up to €10.000: €12 processing fees	
	Over €50.000: €40 + €12 processing fees	Over €10.000 - € 50.000: €4 + €12 processing fees Over €50.000: €30 + €12 processing fees	
Payments within the Group deposit full amount, same currency account, same customer	No charge	No charge	
Discrepancy charge	€30	€30	
<b>4.9 Other Charges</b>			
Representative Office Service Charge	€40	€40	
Forward Exchange Contracts	0,2% minimum €35 / maximum €1.000		
Transaction investigation	Minimum €20		

**\* EXCHANGE COMMISSION:**

Whenever there is a conversion (outward/inward payments) between two different currencies, including Euro, additional exchange commission is charged : 0,4% minimum €5 / maximum €400.



# TABLE OF COMMISSIONS AND CHARGES

## 5. Cards

### 5.1 Commissions and Charges for Credit Cards

Membership Fee	Company Cardholder
<b>VISA</b>	
BUSINESS CARD	€45
BUDGET12 / 18 / 24 / 36 (Note 1)	No charge
<b>AMERICAN EXPRESS</b>	
AMERICAN EXPRESS GREEN BUSINESS	€68
AMERICAN EXPRESS GOLD BUSINESS	€90
AMERICAN EXPRESS GOLD BUSINESS CASHBACK	€60
<b>FOOTBALL CLUB CARDS</b>	
AEL VISA	€25
APOLLON VISA	€25
OMONOIA VISA	€25
AEK VISA	€25
APOEL VISA	€25
ANORTHOSIS MASTERCARD	€25
<b>Minimum payment</b>	
Fixed installment (% on credit card limit amount): BUDGET 12 BUDGET 18 BUDGET 24 BUDGET 36	Minimum amount €17 8,89% 6,11% 4,72% 3,33%
Cash advance fee worldwide	3,33% minimum amount €5

# TABLE OF COMMISSIONS AND CHARGES

## 5.1 Commissions and Charges for Credit Cards

Service Charges and Administration Fees		1Bank
Copy of transaction	€10	
Copy of statement	€3,40	No charge
PRIORITY PASS	€24 per person	
<b>Interest rate</b>		
Interest rate	10,5%	
<b>Charges on arrears (arrears up to €20 will not be charged)</b>		
Charges on arrears (arrears up to €20 will not be charged)	2% monthly	
<b>Administration fee for non-Euro and SEK transactions</b>		
Administration fee for non-Euro and SEK transactions	3%	

## 5.2 Commissions and Charges for Debit Cards

Membership Fee		Company Cardholder
<b>VISA</b>		
<b>EURO</b>		
BUSINESS CARD		€25
<b>USD</b>		
BUSINESS CARD		\$30
<b>GBP</b>		
BUSINESS CARD		£20

### Service Charges and Administration Fees

Copy of transaction	EUR 10
	USD 13
	STG 9
	SEK 120
ATM withdrawal fees from BOC ATM in Cyprus	No charge
ATM withdrawal fees from : • Other local Banks • JCC ATM • ATM worldwide for Euro and SEK	EUR 3
	USD 4
	STG 3
	SEK 36
ATM withdrawal fees except Euro and SEK	3,33% minimum amount:
	EUR 5
	USD 7
	STG 5
Administration fees for non-Euro and SEK transactions	SEK 60
	3%

# TABLE OF COMMISSIONS AND CHARGES

## 5.3. Commissions and Charges for other card products

	ISSUANCE FEE
VISA WearablePay	€10
VISA TagPay	€5
<b>Service Charges and Administration Fees</b>	
REISSUE/ RENEWAL/ REPLACEMENT VISA WearablePay	€10
REISSUE/ RENEWAL/ REPLACEMENT VISA TagPay	€5
PIN Regeneration for VISA WearablePay /TagPay	€10

## 6. Trade Finance Services

### 6.1 Bills for Collection

#### 6.1.1 Incoming and Outgoing Collections

Transaction fees	€40	
Collection commission	0,2%	Minimum €20 / maximum €100
Amendment fees	€30	
Handling commission	0,25%	Minimum €10 / maximum €500
Protest fees	€35	
Acceptance Guarantee / Extension commission	0,2%	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	
------------------	-----	--

# TABLE OF COMMISSIONS AND CHARGES

## 6. Trade Finance Services

### 6.2 Letters Of Credit

#### 6.2.1 Import Letters of Credit

Opening commission / Extension – without Confirmation	0,2%	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	0,2%	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).

#### 6.2.2 Export Letters of Credit

Transaction fees	€40	
Advising commission	0,05%	Minimum €50 / maximum €200
Confirmation commission	0,2%	Monthly charge, minimum period 3 months, minimum amount €100. Differentiation on debit according to country / Bank risk.
Acceptance commission (for Confirmed Credits)	0,2%	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	0,1%	Monthly charge, minimum period 3 months, minimum amount €100
Amendment fees	€30	
Payment / reimbursement fees	€100	For payments via SWIFT transfer (includes SWIFT messages).

# TABLE OF COMMISSIONS AND CHARGES

## 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:		Per annum. Monthly charge, minimum period 3 months, minimum amount €25
Tender Guarantee	1% - 1,5%	
Performance Guarantee	1% - 1,5%	
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	0,2%	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	
---------------------	-----	--

# TABLE OF COMMISSIONS AND CHARGES

## 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	0,4%	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	

# TABLE OF COMMISSIONS AND CHARGES

## 7. Other Services Rendered

	Branch		1bank
Standing order	€10	Opening / modification.	
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
Copies of vouchers, cheques, etc.	€10	Charge for each date requested.	No charge
Printing of a temporary account statement	€2		No charge
Interest and Balance Certificate per customer, at Auditors' request	€60	Annual charge.	
	€30	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

# TABLE OF COMMISSIONS AND CHARGES

## 7. Other Services Rendered

### Safe deposit boxes

Yearly rent (VAT not included)	Up to 6000 c.c.	€40
	Over 6001 c.c. - 10000 c.c.	€50
	Over 10001 c.c. - 15000 c.c.	€60
	Over 15001 c.c. - 20000 c.c.	€70
	Over 20001 c.c. - 50000 c.c.	€80
	Over 50001 c.c.	€120
Prepayment to cover any loss of key of the safe deposit box		€59
Cost of visits	Free of charge for the first 3 visits. €15 per visit / for any additional visit.	



# TABLE OF COMMISSIONS AND CHARGES

## 8. Factoring products

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

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