

Wholesale Banking

Tariff Guide

General Terms and Conditions

- Charges quoted for products / services are subject to change without prior notice.
- The Bank reserves the right to levy additional charges for services at its sole discretion.
- Additional charges such as postage, telex, telephone, correspondent banking etc., will be levied if applicable.
- The currency charges mentioned in this schedule are in Qatari Riyals, unless otherwise stated.

Account Services

Account Services	Charge(s)
Minimum Monthly Balance Fee QAR	If balance falls below QAR 50,000 on any day during the month QAR 500 per month
Minimum Balance Fee USD/GBP/EUR	If balance falls below USD/GBP/ EUR 10,000 on any day during the month QAR 100 per month
Standard Call Account	Minimum balance for profit rate QAR 100,000 / USD 25,000 / GBP 20,000 / EUR 20,000 Zero profit rate for balance less than these amounts
Fixed Deposit	Minimum FD amount QAR 100,000 / USD 25,000 / GBP 20,000 / EUR 20,000 Zero profit rate for less than these amounts
Breaking of the Deposit Prior to Maturity / Premature Encashment / Closure.	Forfeit all accrued profit Minimum charge of QAR 100 (closed within 6 months of opening)

Fee will not be charged to:

1. Borrowing customers i.e. financing, cash line, LC, Gtees, etc
2. Customers with Call Accounts or Fixed Deposits of
minimum balance of QAR 500K for the month

Cash Services

Cash Services	Charge(s)
Cash Withdrawal from any Foreign Currency Accounts	1% or QAR 50 whichever is greater
Foreign Currency Cash Deposit Fee	1% or QAR 50 whichever is greater
Investigation Charge (internal)	QAR 100

Certificates & Letters

Certificates & Letters	Charge(s)
Account Details Certificate	QAR 100 per certificate
Copy of Paid Cheques (Within 1 year)	QAR 50 per Cheque
Copy of Paid Cheques (More than 1 year)	QAR 100 per Cheque
Signature Verification	QAR 25 per item
Verification of Letter Information (account details)	QAR 100
Liability Letter to other Bank	QAR 500
Trade and Credit Information (TCI) / Status Report	QAR 250
Letter to the Ministry of Business and Trade for Under Formation Companies	QAR 250
Other Letters / Certificates (e.g. Certificate of Account Closure, Clearance Letter and Document Retrieval)	QAR 100
Audit Confirmation Letter / Balance Confirmation Letter	QAR 250

Account Maintenance

Account Maintenance	Charge(s)
Late Fee for Non Renewal of Expired Account Mandate Documentation for more than 30 days	QAR 250 per month, per account
Closure of Account within 6 months of Opening	QAR 100 per account
Dormant Account after 12 months of No Activity on Account	QAR 250 per month
Additional Sub-account for Non-borrowing Customers	QAR 200
Change of Signatories for Non-borrowing Customers	QAR 200

Statements

Statements	Charge(s)
Monthly Mailed Copy	Free of charge
Online and E-statements	Free of charge
Daily Statements	QAR 100 per month
Weekly Statements	QAR 50 per month
Outward – Bank Account Statements to other Banks via SWIFT MT940	QAR 250 per month
Certified / Authenticated Statements	QAR 100 per statement month requested
Duplicate Copy of Credit / Debit Advices	QAR 75 per item
Duplicate Swift Copy	QAR 15 per duplicate SWIFT copy
Retrieval of Old Records (per record)	QAR 75 per item
Duplicate Statement (12 months and over)	QAR 100 per month

Mail Services

Mail Services	Charge(s)
Mailing Charges Local / International	QAR 40
	QAR 50 GCC countries or actual cost
Courier Charges	QAR 100 Int'l or actual cost whichever is higher
Hold Mail	QAR 500 Per Annum

Standing Orders / Instructions

Standing Orders / Instructions	Charge(s)
Set-up of Standing Order	QAR 50 per instruction
Amend Standing Order	QAR 50 per instruction
Cancel Standing Order	QAR 50 per instruction
Monthly Execution fee if between Dukhan Bank Accounts	Free
Monthly Execution Fee per Standing Order (to other local banks)	Set-up Charges done once only QAR 50 per instruction / monthly TT fees QAR 40
Monthly Execution Fee per Standing Order (to international banks)	Set-up Charges done once only QAR 50 per instruction / monthly TT fees QAR 85

Cheques and Cheque Processing

Cheques and Cheque Processing	Charge(s)
Per Cheque Book 50 leaves	QAR 50
Customized Cheques	Actual cost plus QAR 500
Cancellation of Cheque Book	QAR 25
Hold and Process Post Dated Cheque (PDC)	QAR 15 per Cheque
Cancel Post Dated Cheque (PDC)	QAR 20 per Cheque
Bulk Cheque Processing of More than 25 Cheques per batch	QAR 5 per Cheque
Cheque Books by Mail	QAR 20
Manager's Cheque	QAR 75 per Cheque
Cancelling Manager's Cheque	QAR 75 per Cheque
Cheque sent for Special Clearance (outward clearing)	QAR 100
Bulk Cheque Processing More than 25 Cheques Per Batch	QAR 5 per Cheque
1 st Time Returned (insufficient funds)	QAR 600 per Cheque
2 nd Time Returned (insufficient funds)	QAR 600 per Cheque
3 rd Time Returned (insufficient funds)	QAR 600 per Cheque
Returned due to Technical Reason	QAR 600 per Cheque
Stop Payment on Cheque	QAR 40 per Cheque
Stop Payment full Cheque Book	QAR 100 per Book
Signature Verification External to Dukhan Bank	QAR 25 per Cheque

Collection of Foreign Currency Cheques if Proceeds are Paid in QAR Account	Bank's prevailing FCY buying rate at date of notification of receipt of funds and QAR 50 processing charges, plus correspondent bank's charges, if any
Collection of Foreign Currency Cheques if Proceeds are Paid to Customer's FYC Account	USD 50 (or equivalent in FCY) as commission in lieu of exchange plus correspondent bank's charges, if any

Remittances

Remittances	Charge(s)
Transfer to other Banks in Qatar	QAR 30 per remittance
Transfer to Banks Outside of Qatar - Spot Value	QAR 75 per remittance
Transfer to Banks Outside Qatar - Same Day Value	QAR 100 per occurrence
Recall Remittance	QAR 100 per occurrence
Payment Cancellation	QAR 100 per occurrence
Amend	QAR 100
Swift Enquiry	QAR 100
Additional Charges for Funds Transfer with Payment in Full	May vary in accordance with the tariff of charges of our correspondent banks
Copy of SWIFT Message (duplicate)	QAR 15 per duplicate SWIFT copy

Demand Drafts and Balance Orders

Demand Drafts and Balance Orders	Charge(s)
Issue Demand Draft	QAR 50 per demand draft
Cancel Demand Draft	QAR 100 per demand draft
Balance Order / Account Sweep	QAR 25 monthly, per account for sweep instruction
Amend Balance Sweep	QAR 50
Non-Execution of So due to Insufficient Funds	QAR 200
Cancel Balance Sweep	Free of charge
Stop payment of Lost / Stolen Demand Draft	QAR 50 per demand draft

Salary / Payroll Processing

Salary / Payroll Processing	Charge(s)
Per Salary Batch	QAR 10 per transaction
Salary Card Statement	QAR 50 per statement
Individual International Salary Transfers	QAR 100 per transfer
Bulk International Salary Payments more than Five Salary Payments	QAR 100 per transaction

WPS

WPS	Charge(s)
Salaries Through WPS	As per QCB
Salary Card	Charge(s)
Card Pin Replacement	QAR 50
Amendment / Query	QAR 50
Salary Card Account Amendments / Maintenance to be deducted from company account	QAR 50 per account

Corporate Charge Card

Corporate Charge Card	Charge(s)
Annual Fee per Card	QAR 500
Card Renewal Fee (Per Annum)	QAR 500
Cash Advance Fee	4% of value (QAR 100 minimum)
PIN or Card Replacement (Damaged, Lost or Stolen)	QAR 50 per card / PIN
Providing Copy of Sales Voucher	QAR 50 per voucher copy

Corporate Internet Banking

Corporate Internet Banking	Charge(s)
Corporate Internet Banking Fee	QAR 500 one-time setup fee
RSA Security Device one Device provided Free of Charge	Additional or replacement tokens: QAR 600 per device
Replacement of RSA Security Device	QAR 600

Per Additional Training and Consultation Session (1 st Session is Free)	QAR 500 per session
Local Online Transfer to Third Party	QAR 20 per transfer
International Online Transfer to Third Party	QAR 40 per transfer

Import L/C

Import L/C	Charge(s)
Issuance of L/C	0.5% flat for 3 months plus 0.155% for each additional month (Minimum period 3 months, Minimum amount QAR 500)
Issuance of Stand by L/C	Extend Validity - 0.165% for each additional month and SWIFT charges of QAR 150 (Minimum amount QAR 500)
L/C Amendment - Extension of Expiry Date	Extend Validity - 0.155% for each additional month and SWIFT charges of QAR 150 (Minimum amount QAR 500)
L/C Amendment - Increase in Amount	Extend Validity - 0.155% for each additional month and SWIFT charges of QAR 150 (Minimum amount QAR 500)
Other L/C Amendments	QAR 300 plus SWIFT charges of QAR 150
L/C Cancellation	QAR 500
Insurance Arrangement	QAR 100
Negotiation Commission	0.125% Minimum QAR 500

Discrepancy Fees	Foreign Currency - USD 100 plus SWIFT charges of QAR 150 Local Currency - QAR 300
Acceptance Commission	2.00% per annum plus SWIFT charges of QAR150 (minimum QAR500)
Documents Presented Under Expired DC	2% per annum, Minimum 3 months or QAR 500 whichever is higher. Swift Charges QAR 150
Shipping Guarantee	With 100% cash margin QAR 250 Without cash margin QAR 350
Delivery Order	With 100% cash margin QAR 250 Without cash margin QAR 350
L/C related Charges	LC by Swift QAR 365 Reminders by Swift QAR 100 LC by Courier QAR 200 LC by Postage QAR 70
L/C's Overdrawn	2% per annum, Minimum 3 months or QAR 500 whichever is higher.
Safekeeping Charges on Discrepancy Bills under L/C & IBC	QAR 500 towards safe keeping charges on each bill remaining unpaid / unaccepted one month after issuance of bill advice or due date of such bills
Payment Charges	USD 150 or QAR equiv.
Handling Commission Document for Collection	0.125% of bill value Minimum QAR 500, whichever is higher
Transfer Documents to other Local Banks	0.125% of bill value Minimum QAR 500, whichever is higher

Return Unpaid Documents	0.125% of bill value Minimum QAR 500, whichever is higher
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Export L/C

Export L/C	Charge(s)
Pre Advice of L/C	QAR 250
Advising only	QAR 360
Advising adding Confirmation (on Beneficiary's Account)	Rates as per country/ bank risk. Minimum 3 months or part thereof OR QAR 550 whichever is higher
Silent Confirmation	Rates as per country/ bank risk Minimum 3 months or part thereof OR QAR 550 whichever is higher
Export Negotiation Charges	0.125% of bill value minimum QAR 250
Cancellation	QAR 500
Reimbursement (When Dukhan Bank is the Reimbursing Bank)	USD 100 or QAR equiv.
Acceptance Commission (Confirmed)	0.25% per quarter, min QAR 550
Transfer of L/C with Alteration / Amendment	0.25% flat for 3 months thereafter 0.125% per month (Minimum USD 500)
Export Discrepancy Charges	QAR 360
Amend / Increase (confirmed L/C - Charges on Beneficiary's Account)	0.25% flat for 3 months thereafter 0.125% per month (Minimum USD 500)
Amendment Advising	QAR 300
Assignment of Proceeds Under L/C	QAR 500

Transfer of Documents	0.25% flat for 3 months thereafter 0.125% per month (minimum USD 1,000)
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Outward Bills for Collection (OBC)

Outward Bills for Collection (OBC)	Charge(s)
Acceptance Processed Under Collection	0.125% of bill value minimum QAR 250
Traces for Unaccepted / Overdue Bill	QAR 100
Free of Payment	0.125% of bill value Minimum QAR 500, whichever is higher

Import Bills for Collection (IBC)

Import Bills for Collection (IBC)	Charge(s)
Avalization Bill	0.125% of bill value Minimum QAR 500, whichever is higher
Amendment of L/C Bill	QAR 300
Release Documents Free of Payment	0.125% of bill value Minimum QAR 500, whichever is higher
Bill Transferred to Past Due	Nil
Safekeeping Charges	QAR 500
Acceptance of Usance Collections Documents	0.125% of bill value Minimum QAR 500, whichever is higher
Handling Commission Document for Collection	0.125% of bill value Minimum QAR 500, whichever is higher
Transfer Documents. to other Local Bank	0.125% of bill value Minimum QAR 500, whichever is higher
Return Unpaid Documents	0.125% of bill value Minimum QAR 500, whichever is higher

Bank Guarantee

Bank Guarantee	Charge(s)
Issuance	0.184% per month or part thereof. Calculation basis is monthly irrespective of number of days (Minimum QAR 500)
Issuance - Retention Bond	0.25% per month or part thereof (Minimum QAR 500)
Amendment / Increase	0.184% per month or part thereof. Calculation basis is monthly irrespective of number of days (Minimum QAR500)
Other Amendments	QAR 300 flat
Issued Under Counter Guarantee	0.25% per month or part thereof (Minimum QAR 500)
Amendment Issued Under Counter Guarantee	QAR 300 flat

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