

Schedule of Charges for the period 1<sup>st</sup> January 2022 to 30<sup>th</sup> June 2022

**INTERNATIONAL BANKING**

**IMPORTS**

Opening of cash letters of credit		1 <sup>st</sup> Qtr. or part thereof	Each sub Qtr or part thereof	Minimum Amount per LC
a. Sight LC		0.35% per Quarter		LKR 3,000/- per LC
b. Term LC		0.375% per Quarter	0.35% per next Quarter onwards	
LC amendment		LKR 2000/- Flat per transaction or commission under items (a) or (b) above, if amendment involves increase in amount and/or extension in period of expiry.		
LC discrepancy fee		USD 100/- per discrepancy provided documents are negotiated under LCs of HBL Sri Lanka and this should also be incorporated in the LCs for prior information of negotiating banks.		
LC cancellation Charges		LKR 1500/- plus SWIFT charges LKR 2000/-		
SWIFT	Full Message	LKR 3,000/-		
	Brief Message / Amendment	LKR 2,000/-		
Courier	Local	LKR 2,000/-		
	Foreign	USD 25/-		
LC BILLS / RETIREMENT CHARGES				
a.	Sight – 0.35% per quarter Acceptance – 0.375% per quarter Note: If not settled within 7 days- 0.35% after 7 days – 19% per annum			
b.	Interest Rate	Interest Rate as per Credit Line is to be charged from the date of debit to Nostro Account or PAD Lodgment whichever is earlier till the date of retirement, after adjustment of cash margin, if any.		

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		In case of One Off Approval, Interest Rate at normal LKR commercial rate to be applied from the debit to NOSTRO Account or PDA Lodgment whichever is earlier till the date of retirement, after adjustment of cash margin, if any.	
c.	Forced PAD	2% over approved Fund Base Import facility rate or AWPLR + 2% which ever applicable	
d.	Overdue FATR	2% over approved facility rate TOD rate if no approved limit	
e.	SWIFT/Telex charges	LKR 2,000/-	(Foreign Bills only)
f.	Postage Charges	LKR 100/-	(Local Bills only)
g.	Reimbursement charges	USD 95/-	(If on beneficiary's account)
		USD 50/-	(If on applicant's account)
	Note: In case of forced PAD / Liability is created due to nonpayment of any bill on maturity, Commission @ 0.53% is to be recovered (once only)		
	Note: Bank reserves the right to change the Interest Rate from time to time		
COLLECTION BILLS			
a.	Commission	DP – 0.25% min LKR 1000/- DA – 0.30% min LKR 1000/-	
b.	Correspondent Bank Charges	USD 25/- (If applicable)	
c.	SWIFT Charges	LKR 2,000/-	
SURRENDERED B/L			
a.	Commission	0.35% on invoice value – Minimum LKR 1000/-	
b.	SWIFT	LKR 2,000/-	
DOCUMENTS RETURNED UNPAID			
a.	All types of collections	LKR 2500 + Courier Charges	
UNPAID DOCUMENTS SAFE CUSTODY CHARGES			
a.	Re-instatement fee after reporting to the Controller of Imports	LKR 2,000/-	
b.	Documents transferred to other bank	LKR 1,500/- + courier charges if applicable	
LETTER OF GUARANTEES			
a.	i) Standard rate of commission- ii). against 100% cash margin-	0.50% per quarter or part there of minimum LKR 1,000/- 0.25% per quarter minimum- LKR 1000/-	

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	iii) Amendments	LKR 1,500/-
b.	Commission on Shipping Guarantee	0.135% on liability – Minimum LKR 2000/-
c.	Airfreight	110% margin – commission @ 0.135% of invoice value
d.	Cancellation of Shipping Guarantee transaction	LKR 1,500/-
<b>ADVANCE PAYMENT FOR IMPORTS</b>		
	Commission	USD 25 flat plus Normal remittance charges i.e. 0.135% of invoice value (Minimum LKR 1,000/- Maximum LKR 10,000/-)
	SWIFT Charges	LKR 2,000/-
	Foreign Correspondence charges	Actual
	Endorsement Fee for Customs Purposes	LKR 1000/-
	Open Account Payments	LKR 4,000/- + SWIFT charges of LKR 2,000/- (FLAT)
<b>EXCHANGE PREMIUM CHARGE ON ALL TYPES OF IMPORT BILLS PAYMENTS</b>		
	Applicable only on LKR to FCY conversions	Additional 1% of Bill Value
<b>OUTWARD FOREIGN REMITTANCE</b>		
	Issuance of FDD, FTT from FC A/C & against LKR, in terms of Foreign Exchange Regulation	0.135% (Minimum LKR 1,000/- Maximum LKR 10,000/-)
	SWIFT Charges	LKR 2,000/- Note. This commission will not be recovered where FC proceeds of Home Remittance are sent. However SWIFT cost will be recovered if more than one remittance per month.
	Cancellation/ Stop Payment per instrument (FDD & FTT)	LKR 1,000/- + Drawer Bank charges if any, Plus SWIFT charges LKR 2,000/-
	Issuance of Duplicate FDD	Normal Issuance and SWIFT charges

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<b>INWARD REMITTANCES</b>		
Inward MT103 & MT202		NIL

**EXPORTS**

<b>Exports Letter of Credit</b>		
a.	Advising full L.C	(i) LKR 3,000/- (Flat) (ii) Plus courier charges
b.	Amendment Advising	(i) LKR 2,000/- (Flat) (ii) Plus courier charges
c.	Negotiation of Bills under Export LCs.	0.30% (Minimum LKR 2,000/-)
d.	Commission on FBN & FDBP	0.125% (Minimum LKR 2,000/-)
e.	Overdue Interest	25% per annum Discount rate for F.C lending
f.	Courier Charges	Local - LKR 500/- Flat Foreign - USD 30/- or Actual whichever is higher
g.	Postage Charges	Local LKR 100/- Foreign LKR 500/-
<b>Realization</b>		
a.	FDBC	Commission - 0.125% Minimum LKR 1,000/- Maximum LKR 5,000/- Courier USD 25/-
b.	TELEX/ SWIFT charges	LKR 2,000/-
c.	Transfer of Export LC's	Commission- 2% Minimum- LKR 2,500/-
d.	Reimbursement payment to other local banks.	LKR 2,000/- (Flat)
e.	Transfer of export proceeds to other bank	Commission @ 0.12% Minimum LKR 1,000/- Maximum LKR 7,000/-

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f.	Documents- Returned Unpaid	LKR 1,500/- per document Flat Plus charges of correspondent bank.
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**ACU PAYMENTS**

a.	ACU payments routed through HBL Sri Lanka to Local Banks	(i) USD 1000 & below – USD 10
		(ii) USD 1001 to USD 10,000 – USD 40
		(iii) Above USD 10,000 – USD 60

**DOMESTIC BANKING**

a.	Issuance of Cheque book	LKR 20/- per leaf
b.	Inward Clearing - Cheque return charges	Due to insufficient funds - LKR 4,000/- per return Due to other chargeable reasons - LKR 1,500/- per return  Note: Once presented for payment, Stopped Cheques will be returned with the remark “Stop Payment” irrespective of the availability of the balance and charges will be as follows <ul style="list-style-type: none"> <li>• Sufficient Balance - No Charges</li> <li>• Insufficient Balance – LKR 4,000/-</li> </ul>
c.	Inward Clearing Image of the Cheque	LKR 100/-
d.	Outward Clearing - Cheque return charges (Freedom accounts are exempted)	LKR 100/- per return
e.	Outward Clearing Physical Cheque Retrieval	LKR 1,000/-
f.	Outward Clearing Image of the Cheque	LKR 200/-
g.	Stop Payment Stop Payment Cancellation	LKR 1500/- LKR 500/-

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h.	Standing Instructions- 1. Set up charges 2. Standing order charges (will be recovered in addition to normal remittance charges.)	LKR 500/- LKR 200/- per transaction except deduction of loan installments  * Internal standing orders (within HBL accounts) are exempted from charges
i.	Monthly Service Charges 3. LKR Current A/C (If average balance is below LKR 10,000/-) 4. FCY Current A/C (If average balance is less than USD 500/- or equivalent) 5. LKR Saving A/C (If average balance is less than LKR 1,000/-) 6. FCY Saving A/C (If average balance is less than USD 100/- or equivalent)	LKR 500/-  USD 3/- or equivalent  LKR 100/-  USD 1/- or equivalent
j.	Duplicate Statement of Account 1. Up to one year 2. Over one year	LKR 50/- per page LKR 100/- per page
k.	Pay order- 1. Issuance 2. Cancellation 3. SLIPS	LKR 300/- LKR 100/- LKR 50/-
l.	Commission on Local Bill Purchases	0.25% Minimum LKR 500/-
m.	Account Closing Charges	LKR 1000/-
n.	RTGS Charges	LKR 400/-
o.	Postage Charges – Normal Post Registered Post	LKR 50/- or Actual Cost whichever is higher LKR 100/- or Actual Cost whichever is higher
p.	Balance Confirmation Certificate	LKR 500/-

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q.	Letters initiated upon Customer request (WHT, Embassy letters etc.)	LKR 500/-
r.	Dormancy Charges	LKR 1,000/- Monthly USD 10/- Monthly Euro 9/- Monthly GBP 8/- Monthly

**ADVANCES**

<b>Proposal Processing/ Renewal Fee</b>	<p><b><i>Corporate Credit Proposals</i></b> To be decided on case by case basis and to be communicated through letter of offer. Quantum of the charge to be decided by the Management.</p> <p><b><i>Consumer loans / OD (Cashback) – 0.1% minimum of LKR 2500/-</i></b></p> <p><b><i>Other facilities to be decided on case by case basis</i></b></p> <p>*Government Taxes Apply</p>
<b>TOD Rate</b>	24% p.a
<b>Penal Rate</b> (excess over limit of permeant overdrafts, overdue short term loans, term loans and packing credit)	2%
<b>Excess Over Limit (EOL)</b> <b>Permanent overdrafts &amp; short term loans and packing credit</b>  <b>Approval will be on case by case basis to be decided by the Management</b>	LKR 5,000 + 2% penal rate (Cash Back Facilities) LKR 10,000 + 2% penal rate (Non Cash Back Facilities)

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**SAFE DEPOSIT LOCKERS**

<u>SIZE</u>	<u>REFUNDABLE DEPOSIT</u>	<u>ANNUAL RENT</u>
SMALL	LKR 75,000	LKR 3000/-
MEDIUM	LKR 100,000	LKR 5000/-
LARGE	LKR 150,000	LKR 7000/-
Break Opening charges	Actual cost	
Late payment rentals	10% on the Annual rental with the grace period of 30 days from the due date.	
Revised refundable deposits are applicable only for new contracts from 01 <sup>st</sup> January 2018 and all existing contracts as of 31 <sup>st</sup> December 2017 will continue to be as per previous SOC.		
Revised annual rent will be applicable for all.		

**VISA DEBIT CARD CHARGES**

a.	HLB Visa Debit Card	1.Issuance Fee 2.Annual Fee 3. Replacement Fee	LKR 350/- LKR 200/- (Charging from 2 <sup>nd</sup> year) LKR 200/-
b.	PIN Re-issuance	NIL	
c.	Balance Enquiry	1.HBL ATM  2. Lanka Pay (Other banks ATMs in Sri Lanka using National Switch)  3. VISA Net (Domestic)  4. VISA Net (International)	NIL  NIL  NIL  NIL



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d.	Cash Withdrawal	1.HBL ATM	NIL
		2. Lanka Pay (Other banks ATMs in Sri Lanka using National Switch)	NIL
		3. VISA Net (Domestic/Not connected with National Switch)	NIL
		4. VISA Net (International)	NIL
e.	Point of Sale (POS) Transactions	1.Local	2% of transaction amount as fuel surcharge only on fuel bills.
		2.International	Exchange difference from the transaction amount.
f.	Account to Account Transfer	Within HBL network – NIL	
g.	Mini Statement through ATM	NIL	
h.	Account to Account Transfer – CEFTS	Within HBL Network	NIL
	Fund Transfers effected through	1. Internet Banking 2. Mobile Banking 3. ATMs of Respective Member of CEFTS	Rs. 30/-
	Fund Transfers	Effected over the Counter	Rs. 100/-
	Fund Transfers	Effected through ATMs of other Member CEFTS	Rs. 100/-

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**INTERNET BANKING / SMS ALERTS / E-STATEMENTS**

a.	Internet Banking	1.Joining Fee 2.Annual Fee	NIL NIL
b.	SMS Alerts	1.Joining Fee 2.Annual Fee	NIL NIL
c.	E-Statements	1.Joining Fee 2.Annual Fee	NIL NIL

**Abbreviations**

<b>LC</b>	Letter of Credit	<b>FBN</b>	Foreign Bill Negotiation
<b>PAD</b>	Payment Against Documents	<b>FDBP</b>	Foreign Documentary Bills Purchase
<b>FATR</b>	Finance Against Trust Receipts	<b>FDBC</b>	Foreign Documentary Bills for Collection
<b>BL</b>	Bill of Lading	<b>SLIPS</b>	Sri Lanka Interbank Payment System
<b>FDD</b>	Foreign Demand Drafts	<b>RTGS</b>	Real Time Gross Settlement
<b>FTT</b>	Foreign telegraphic Transfer	<b>CEFTS</b>	Common Electronic Funds Transfer System

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**RECOMMENDED**

LAKMAL PERERA  
Head of Trade Services

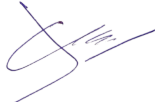


RENOZA SHERIFF  
Manager- ADC

HASITHA GANEGAMA  
Head of Compliance



THARIQUE JAMALDEEN  
Head of Remedial Management & IB



BRIAN JOSEPH  
Head of Treasury



HARINDA C. PERERA  
Head of Retail and Consumer Finance



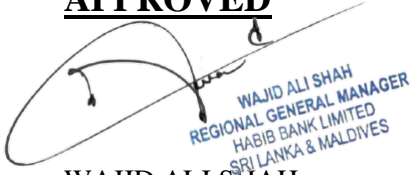
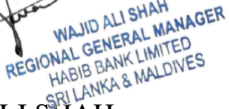
SUMEDHA ALAHAKOON  
DGM, Corporate Banking



FATHIMA ZAHARA MOHAMED  
Head of Finance


SUJEENIE GUNASEKERA  
Head of Centralized Operations

**APPROVED**  


WAJID ALI SHAH  
RGM Sri Lanka / Maldives