

7. Trade Service Terms and Tariffs

7.1 Import Letter of Credit-Sight & Acceptance/Differed

S/N	Products/Services	LCY A/C	FCY A/C	Remark
7.1.1	LC Opening [for each 90 days]			
7.1.1.1	Opening Commission	4.5% min USD 250	2.5% min USD 150	Applicable once only up on issuance/opening of LC It does not include extension
7.1.1.2	Service Charge Foreign	5% min USD 250	2.5% min USD 150	Applicable every quarter (90 days) on LC outstanding Amount
7.1.1.3	Confirmation Commission (If applicable)	3% min USD 300	2% min USD 150	Applicable every quarter (90 days) on LC outstanding Amount
7.1.1.4	Exchange Payable	2.50%	Free	
7.1.1.5	SWIFT Charge	USD 50	USD 50	
7.1.1.6	Photocopy charge	ETB 100	ETB 100	
7.1.2	LC Extension [for each 90 days]			
7.1.2.1	Extension commission beyond the period (involving additional period) before expiry date	4.5% min of USD 250	2.5% min USD 150	Applicable for extension of expiry date of LC for additional period beyond 90 days in each quarter and SWIFT charge as well as amendment charge will be collected additionally. The charge applicable if extension is requested and approved before expiry of LC

7.1.2.2	Service Charge before Expiry	5% min of USD 250	2.5% min of USD 150	Service Charge for Extension of LC for 90 days or Part thereof within validity (one period)
7.1.2.3	Extension commission beyond the period (involving additional period) after expiry date	5% min of USD 250	2.5% min USD 150	Applicable for extension of expiry date of LC for additional period beyond 90 days in each quarter and SWIFT charge as well as amendment charge will be collected additionally. The charge applicable if extension is requested and approved after expiry of LC
7.1.2.4	Service Charge after Expiry	5% min of USD 250	2.5% Min. of USD 150	
7.1.2.5	Confirmation Commission (If applicable)	3.5% Min of USD 300	2.5% Min of USD 150	
7.1.2.6	SWIFT	USD 50	USD 50	Applicable for any outgoing SWIFT message except bank-to-bank communication.
7.1.3	LC Amendment			
7.1.3.1	Increase in LC[for each 90 days)			
7.1.3.1.1	Amendment Commission	USD 75	USD 75	Applicable to all amendment including extension
7.1.3.1.2	Service Charge Foreign	9.5% min USD 250	5% min USD 150	Applicable every quarter (90 days) on increased LC Amount
7.1.3.1.3	Confirmation Commission	3% min of USD 300	2% min USD 150	Applicable every quarter (90 days)

				on increased LC Amount
7.1.3.1.4	SWIFT	USD 50	USD 50	Applicable for any outgoing SWIFT message except bank-to-bank communication.
7.1.3.2	Decreased in LC [for each 90 days]			
7.1.3.2.1	Amendment Commission	USD 75	USD 75	
7.1.3.2.2	Swift Charge	USD 50	USD 50	
7.1.4	LC Cancellation [for each 90 days]			
7.1.4.1	Full LC cancellation commission	USD 100	USD 100	
7.1.4.2	Partial LC cancellation commission excluding automatic cancellation due to freight reduction	Free	Free	
7.1.5	LC Excess Drawing (On the overdrawn value) on receipt of Shipping Document			
7.1.5.1	Service Charge Foreign	9.5% Min of USD 150 in excess amount	5% in excess amount	Applicable only on excess overdrawn amount. However, if Excess amount is less than USD 1,000 or equivalent in other currency minimum charge is waived
7.1.5.2	SWIFT	USD 50	USD 50	
7.1.6	LC Settlement			
7.1.6.1	Exchange commission to NBE	2.50%	Free	
7.1.7	Other Letter of Credit Charges & Commissions [for each 90 days]			
7.1.7.1	Partial Shipment Charge	1st shipment free, all other successive shipments to be charged 2.5% of document	1st shipment free, all other successive shipments to be	

		value with a min of USD 250	charged 2.5% of document value with a min of USD 250	
7.1.7.2	Shipment after expiry of LC OR shipment prior to LC issuance	Within 10 days 2.5%, > 10 days 6.5% min. of USD 500	Within 10 days 1%, > 10 days 3.5% min. of USD 150	This charge is applicable for shipment after expiry of LC or prior to issuance of LC. However, prior approval from NBE or the CEO is required.
7.1.7.3	Handling Charges of documents arrived after expiry date of LC	Within 10 days Free, b/n 11-30 days 4.25% min USD 150, >30 days 5.00% min of USD 150	From 1-30 days Free, >30 days 4.5% min USD 150	This charge is applicable on commercial invoice value for any documents received at our counter 11 days after expiry of LC. However, it applies for LC shipped within LC validity and late presented as per LC
7.1.7.4	Handling charge for the arrival of goods prior to shipping document (Delivery Order)	USD 300 [customer must deposit 110% of document value]	USD 300 [customer must deposit 110% of document value]	
7.1.7.5	Custody Charge	USD 100	USD 100	This charge is applied for document held at our custody beyond 15 days.
7.1.7.6	Discrepancy charge [deducted from the Beneficiary A/C]	USD 100	USD 100	This charge is applied per covering letter of the presenting bank

7.2	Inward Bills Collection/Cash Against Documents-Sight & Acceptance Commission			
7.2.1	Upon purchase order [PO] approval [for each 90 days]			
7.2.1.1	Purchase order approval commission	9.5% min. of USD 500	5% min. of USD 300	Applicable on approved purchased order proforma value
7.2.2	Upon Purchase order [PO] Extension, Amendment and Cancellation			
7.2.2.1	Amendment for increase of P.O Approved value as per pertinent NBE Directive	9.5% on increase value min of USD 250	5% on increase value min of USD 150	
7.2.2.2	Purchase Order Amendment Charge	Free	Free	Applied for amendment except for amendments which are not allowed by NBE (Supplier, description of goods, etc.)
7.2.2.3	Purchase order extension commission before expiry	9.5% min of USD 500	5% min. of USD 300	This charge applied if extension is requested and approved before expiry of the PO
7.2.2.4	Purchase order extension commission after expiry	10% min of USD 500	5% min of USD 300	This charge applied if extension is requested and expiry of the PO
7.2.2.5	Partial Shipment Charge	Free for the 1st Partial; 1% of commercial invoice value or minimum of USD 150 for 2 nd ; 2.5% of commercial invoice value or min of USD 200 for 3 rd & 4 th ; 4% of	Free for the 1st Partial; 1% of commercial invoice value or minimum of USD 150 for 2 nd ; 2.5% of commercial invoice	This partial shipment charge is waived only for the first partial and applicable for all subsequent partial shipments

		commercial Invoice value or Min. of USD 250 for 5 th & beyond partial shipments.	value or min of USD 200 for 3 rd & 4 th ; 4% of commercial Invoice value or Min. of USD 250 for 5 th & beyond partial shipments.	
7.2.2.6	Shipment after expiry of PO & prior to PO issuance	1) within 10 days 2.5%, 2)>10 days 6.5% min of USD 500	1) within 10 days 3%, 2)>10 days 5.5% min of USD 500	This charge is applicable for shipment after expiry of PO or prior to issuance of PO. However, only if prior approval from NBE or the CEO.
7.2.2.7	Handling charge of documents arrived after expiry date of PO	1) within 10 days is free, 2) from 11 days up to 30 days 3.5% min USD 150, 3)>30 days 4.5% min of USD 250	1) within 10 days is free, 2) from 11 days up to 30 days 3.0% min USD 150, 3)>30 days 4.0% min of USD 250	This charge is applicable on commercial invoice value for any documents received at our counter 11 days after expiry of PO. However, it applies for shipped within validity.
7.2.2.8	Exchange Commission	2.50%	Free	
7.2.2.9	Photocopy charge	ETB 100	ETB 100	
7.2.2.10	Handling charges (another bank document received @ RB counter)	ETB 1000	ETB 1000	
7.3	Un-Paid Items			
7.3.1	Un-Paid items returned			
7.3.1.1	Service charge	USD 100	USD 100	

7.3.1.2	SWIFT	USD 50	USD 50	
7.3.1.3	Protest charge	USD 50	USD 50	
7.3.1.4	Courier charge	Per Cost	Per Cost	
7.3.2	Un-Paid shipping documents held in safe custody/trust			
7.1.2.1	Acceptance bills of aged 12 months	USD 25	USD 25	Applicable for CAD documents on acceptance and held on trust per period on beneficiary's account
7.1.2.2	Sight documents aged over 3 months	USD 30 per period & part thereof	USD 30 per period & part thereof	Applicable for CAD documents on sight and held on trust per period on beneficiary's account
7.1.2.3	Protest Charge	USD 100	USD 100	Applicable for only CAD documents held on trust on beneficiary's account
7.1.2.4	Courier Charge	Per cost	Per Cost	
7.3.3	Other Charge for Inward Bills Collection/Cash Against Documents-Sight & Acceptance Commission			
7.3.3.1	Handling charge for the arrival of goods prior to shipping document (Delivery Order)	USD 300 [customer must deposit 110% of document value]	USD 300 [customer must deposit 110% of document value]	
7.3.3.2	Custody Charge	USD 100	USD 100	This charge is applied for document held at our custody beyond 15 days.
7.4	Foreign Fund Transfer			
7.4.1	Foreign Incoming Foreign Fund Transfer			
7.4.1.1	Exchange Payable to NBE	Nil	Nil	
7.4.1.2	Service charge	Nil	Nil	

7.4.1.3	Foreign Transfer keep it under payable account	Nil	Nil	
7.4.2	Re-Transfer of Incoming Fund Transfer in FCY			
7.4.2.1	Service charge			
7.4.2.1.1	Below 100 USD	Free	Free	
7.4.2.1.2	> or = USD 100	2%	2%	
7.4.2.1.3	Swift charge	USD 50	USD 50	
7.4.3	For Outgoing Fund Transfer (Advance Payment)-TT			
7.4.3.1	Service Charge for Import	10% Min of USD 250	5% Min of USD 150	Applicable on transfer value
7.4.3.2	Exchange Commission to NBE	2.50%	Free	
7.4.3.3	Swift	USD 50	USD 50	
7.4.3.4	Amendment on Transfer	USD 60	USD 60	
7.4.3.5	Cancelation of Transfer	USD 50	USD 50	
7.4.3.6	Inquiry/replay on Transfer	USD 50	USD 50	
7.4.3.7	Photocopy charge	ETB 100	ETB 100	
7.5	INVISIBLE PAYMENT			
7.5.1	Service Charge (RB staff members are exempted from s/charge)	10% min USD 150	2% min USD 150	
7.5.2	SWIFT Charge	USD 50	USD 50	
7.5.3	Inquiry/Reply on transfer	USD 50	USD 50	
7.5.4	Exchange commission to NBE	2.50%	FREE	
7.5.5	Correspondent bank charge if charge detail is "our"	As per correspondent Bank charge	As per correspondent Bank charge	
7.5.6	Photocopy charge	ETB 100	ETB 100	
7.6	Outgoing Foreign Exchange transfer for Shipping Line (ESLSE)			
7.6.1	Service Charge	N/A	5%	

7.6.2	Exchange commission to NBE	free	N. A	
7.7	Freight			
7.7.1	Freight Collection			
7.7.1.1	Service charge for sea freight	9.5% min of USD 250	5% min of USD 100	Only applied based on freight invoice value
7.7.1.2	NBE exchange payable	2.50%	Free	
7.7.1.3	Service charge for land freight	ETB 500	ETB 500	
7.8	OTHER CHARGES			
7.8.1	Correspondent Bank reimbursement charge	Correspondent charge per Debit advice	Correspondent charge per Debit advice	
7.8.2	Issuance of duplicate permit for lost permit (for all method of payments)	USD 150 per each request	USD 150 per each request	
7.8.3	Extension of permit	USD 150 per each request	USD 150 per each request	
7.8.4	Documents received directly from the supplier (without bank channel) for CAD documents	2% min USD 150	1% min USD 100	
7.8.5	Issuing letter to customs and other organ related to import	ETB 500	ETB 500	
7.8.6	Registration for FCY Allocation (NBE)	ETB 100	N/A	
7.9	Export Letter of Credit (L/C)			
7.9.1	Export Letter of Credit (L/C) Advising Fee to other banks	ETB 1000	Not Applicable	
7.9.2	L/C received via other local banks	As Per the Receipt	Not Applicable	
7.9.3	Amendment Export LC Advised to other banks	ETB 700	Not Applicable	

7.9.4	Courier Charge	Per Cost	Not Applicable	
7.9.5	Document Examination fee	Free	Not Applicable	
7.9.6	ODBP/ODBC	Free	Not Applicable	
7.10	Cash Notes Sales			
7.10.1	Service charge on Selling FCY Cash Notes for Travelers	9% Min of ETB 1,000 (RB staff members are exempted from Service Charge)	2%	Medical traveler must present Medical Board Certificate
7.10.2	Exchange Payable to NBE	2.50%	Free	
7.11	Foreign Letter of Guarantee[Bid, Performance, Advance Payment, Retention, stand-by and Others			
7.11.1	Incoming Foreign Guarantee			
7.11.1.1	Amount Range			
a	Up to USD 50,000	1.75% min of USD 100	1.75% min of USD 100	
b	From USD 50,001 to USD 500,000	1.5% min of USD 200	1.5% min of USD 200	
c	From USD 500,001 to USD 1,000,000	1.25% min of USD 400	1.25% min of USD 400	
d	>USD 1,000,001	1.25% min of USD 600	1.25% min of USD 600	
7.11.2	Extension & Amendment Charges			
7.11.2.1	Increase in amount[for each 90 days]			
a	Up to USD 50,000	1.75% min of USD 100	1.75% min of USD 100	
b	From USD 50,001 to USD 500,000	1.5% min of USD 200	1.5% min of USD 200	
c	From USD 500,001 to USD 1,000,000	1.25% min of USD 400	1.25% min of USD 400	
d	>USD 1,000,001	1.25% min of USD 600	1.25% min of USD 600	
7.11.3	Issuance of Letter of Guarantee			
a	Up to USD 50,000	1.75% min of USD 100	1.75% min of USD 100	

b	From USD 50,001 to USD 500,000	1.5% min of USD 200	1.5% min of USD 200	
c	From USD 500,001 to USD 1,000,000	1.25% min of USD 400	1.25% min of USD 400	
d	>USD 1,000,001	1.25% min of USD 600	1.25% min of USD 600	
7.11.4	Extension Of Issued Guarantee			
a	Up to USD 50,000	1.75% min of USD 100	1.75% min of USD 100	
b	From USD 50,001 to USD 500,000	1.5% min of USD 200	1.5% min of USD 200	
c	From USD 500,001 to USD 1,000,000	1.25% min of USD 400	1.25% min of USD 400	
d	>USD 1,000,001	1.25% min of USD 600	1.25% min of USD 600	