



بنك بيروت  
Bank of Beirut \_\_\_\_\_ Oman Branches  
Banking Beyond Borders

# Central Operations Department

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## General Terms & Conditions

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## 1- CASH

CASH	Transaction	Commission	Value Date
	Cash deposit in RO	Nil	Same day value
	Cash withdrawal by cheques	Nil	Same day value

## 2- CHEQUES

CHEQUES	Transaction	Commission
	Returned cheque for insufficient funds	RO 15
	Cheque certification	RO 10 per cheque against 100% margin
	Collection of outstation cheques	BZ. 500 to be shared equally by the collecting bank and the paying bank
	Caution List Removal Processing	RO 10 for individuals RO 20 for others
	Special clearing	RO 5
	Cheque deposit returned unpaid	Nil
	Checkbook 10 papers	RO 1
	Checkbook 25 papers	RO 2
	Checkbook 50 papers	RO 3
	Stop payment instruction	RO 5 per instruction

## 3- REMITTANCES

REMITTANCES	Transaction	Commission
	Demand draft	RO 2
	Stop draft payment	RO 2 + correspondent bank charges
	Cancelation of demand draft	RO 2 (at bank's buying rate)
	Outward Telex transfer	For BoB – Beirut in customer's account: Nil Within Oman: RO 1 Other countries: RO 5
	Inward Telex transfer (RO)	For BOB customer: Nil For other banks: RO 10

	Inward Telex transfer FCY	For BOB customers: Nil For other banks: RO 10
	Investigation fee for inward and outward remittances	RO 5

#### ▶ 4- IMPORT LETTERS OF CREDIT

LETTERS OF CREDIT IMPORT	Transaction	Commission
	Opening	1/8 % per month (minimum 3 months): minimum RO 10 +Swift charges
	Revolving L/C	Additional 1/8 % per month: minimum RO 10
	Dispatch by Airmail	RO 5
	Dispatch by brief Telex/Swift and followed by Airmail	RO 10
	Dispatch by full Telex	RO 25
	Dispatch by Swift / courier service	RO 20
	Amendment of commission for any increase in amount or extended period (minimum 1 month)	1/8 % per month, minimum RO 5
	Amendment dispatch by Air Mail	RO 5
	Amendment dispatch by Telex - Swift	RO 10
	Acceptance	1.5 % per year (minimum RO 10)
	Settlement of bill in foreign currency	1/4 % flat (min. RO 10) in lieu of exchange if currency is provided from other banks
	Cancellation charges of unused L/Cs (as claimed by correspondent banks) +cost of Swift/Telex	RO 10
	Discrepant document fee (payable by the beneficiary)	USD 130

#### ▶ 5- EXPORT LETTERS OF CREDIT

LETTERS OF CREDIT EXPORT	Transaction	Commission
	Pre-advising	RO 10
	Advising (final)	RO 21
	Confirmation	1/8 % per quarter (minimum RO 10)
	Negotiation	1/8 % flat (minimum RO 10)
	Negotiation of acceptance L/C	1/4 % flat (minimum RO 10)
	Reimbursement commission per drawing	RO 10
	Discrepant document fee per negotiation	RO 20

	Advising export L/C to other banks	RO 21
	Advising export L/C amendment to other banks	RO 10
	Transfer of L/C	1/8 % flat on transfer amount (minimum RO 10)
	Cancellation of export LC	RO 10 + Swift charges

## ▶ 6- DOCUMENTARY COLLECTIONS IMPORT/ EXPORT

DOCUMENTARY COLLECTIONS	Transaction	Commission
	Sight collections	1/8 % (minimum RO 10)
	Acceptance collection	1/6 % (minimum RO 10)
	Tracer fee per item	RO 5
	Settlement of bills in foreign currency	1/4 % in lieu of exchange minimum RO 10
	Settlement by Airmail (import only)	RO 2
	Settlement by Telex/Swift per message (import only)	RO 10
	Fee for transferring the bill to other local banks (import only)	RO 15
	Handling charges for returning unpaid bill plus dispatch (import only)	RO 10
	Dispatch document by Airmail (export only)	RO 5
	Dispatch document by Courier (export only)	RO 20

## ▶ 7- LETTERS OF GUARANTEE

LETTERS OF GUARANTEE	Transaction	Commission
	Customs guarantee commission (100% margin)	RO 3
	Shipping guarantee under L/C commission (100% margin)	RO 3
	Shipping guarantee under collection / expired L/C (100% margin)	1/8 % commission (minimum RO 10)
	Shipping guarantee under collection, usance and sight (100% margin), margin refunded under usance bill when bill accepted	1/8 % (minimum RO 10)
Tender Bonds (Bid Bonds)	1.5 % per year, minimum 3 months, minimum RO 10	

	Performance/ advance payment Bond/retention	1.5 % per year, minimum 3 months, minimum RO 10
	Payment guarantee	1.5 % per year, minimum 3 months, minimum RO 10
	Amendment (any increase in amount or tenor)	1.5 % per year, minimum RO 10 Other amendments: RO 10
	Transmission of guarantee to beneficiary bank	By Telex: RO 20 By post: RO 5
	Settlement of claim	1/8 % flat (minimum RO 10)

## ▶ 8- LOAN FEES

LOAN FEES	Transaction	Fees
	Documentation	RO 25
	Rescheduling existing loans	RO 5
	Waiver loan installments (Client Request)	RO 5
	Pre-payment penalty for O/S	1% on amount prepaid/foreclosed amount
	Penalty interest rate on overdue O/S	1% over the loan rate
	Legal mortgage registration	Actual expenses + RO 15
	Legal mortgage release	Actual expenses + RO 10
	Facility administration charges	On case by case basis

## ▶ 9- FEES APPLICATION - ACCOUNTS

FEES APPLICATIONS – ACCOUNTS	CURRENT ACCOUNTS	
	Transaction	Fees
	Balance ≥ 200	NIL
	Active balance < RO 200 (excluding 356)- Fees Application	BZ. 500/month
	Pension account	Nil
	Dormant/unclaimed balance (401- 402- 356- 41C- 413)	If < RO 200: RO 1/Half Yearly If > RO 200: Nil
	Account closure	Within one year: RO 3 Above one year: Nil
	Photocopy of pay cheque within one year	RO 2
	Photocopy of pay cheque more than one year	RO 3

SAVING ACCOUNTS	
Transaction	Fees
Balance ≥ 100	Nil
Active balance < RO 100 – Fees Application	BZ. 500/month If < RO 100: RO 1/Half Yearly If > RO 100: Nil
Dormant / unclaimed balance	Within one year: RO 3 Above one year: Nil
Account closure	
Interest	As per product development
TIME DEPOSITS	
Transaction	Fees
Early breakage fee	No deduction from principal. Interest payment may be reduced by 1% per year for the period run
Interest	As per product development
ADVANCE ACCOUNTS	
Transaction	Fees
Active balance < RO 200	RO 2 per month If < RO 200: RO 1/Half Yearly If > RO 200: Nil
Dormant / unclaimed balance	
Service Charges (Semi Annually)	RO 2

## ▶ 10- OTHER SERVICES

OTHER SERVICES	Transaction	Fees
	Audit statement	RO 10
	Certificate of account balance	RO 2
	No liability certificate	RO 2
	Standing instruction	RO 1: for intra-bank transactions RO 2: for others
	Duplicate statement for past 6 months	RO 1
	Duplicate statement for past 6-12 months	RO 3
	Duplicate statement for above 12 months	RO 5
	Domiciliation of accounts	Nil
	Letters addressed to embassies	RO 2
	Financial attestation	RO 2
	Statement of account via swift for banks and customers	RO 50 p.a

▶ 11- PLASTIC CARDS

PLASTIC CARDS	<b>DEBIT CARD – VISA ELECTRON</b>	
	<b>Transaction</b>	<b>Fees</b>
	Issuance of Debit Card	Free
	Lost / replacements	RO 2
	Renewal	Free
	<b>DEBIT CARD – VISA ELECTRON</b>	
	<b>Transaction</b>	<b>Fees</b>
	Cash withdrawal on ATM	Free
	Annual fee for Debit Cards	Free
	<b>CREDIT CARD – Master Card</b>	
	<b>Transaction</b>	<b>Fees</b>
	Classic Card	RO 20 per year
	Gold Card	RO 35 per year
	Late Payment	RO 7 per month
	Excess Limit	RO 7 per month
	Cash withdrawal on ATM	2% per transaction, minimum RO 3
	<b>VISA INFINITE</b>	
	<b>Transaction</b>	<b>Fees</b>
	Annual Membership	USD 300
	Management Fees	USD 2