

Domestic Banking Operation Terms & Tariffs (3rd Edition)



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I. Introduction

The current domestic banking terms and tariffs have been in effect since 2015. However, due to the rising cost of materials, administration expenses, and transactions, it has become necessary to review and revise some of the selected terms and tariffs. To address this issue, we have proposed a revision of our existing domestic banking terms and tariffs by looking at the current practices of other banks.

II. The Scope of Terms and Tariffs

This terms and tariffs proposal applied to selected domestic banking operation services only.

III. The Base for the Revision of Terms and Tariffs

We have collected and reviewed the terms and tariffs of the three domestic banks operating in Ethiopia, namely **Commercial Bank of Ethiopia, Awash Bank, and Bank of Abyssinia**. It was done to simplify and understand the terms and tariffs of our Bank and compare them with the listed three Banks' current practices. Based on the analysis, the recommended proposal as indicated in the last column of Table 1, has approved.

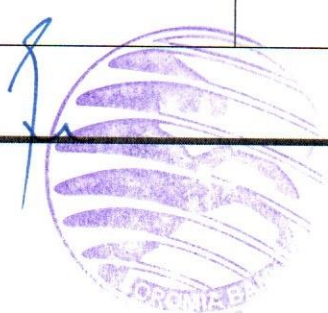
Table1. The summary of the assessment and approved charges

S. N	Type of services	Previous Terms and Tariffs	Revised Terms and Tariffs
1	Deposit Related Accounts		
1.1	Cash Withdrawal Accounts		
1.1.1	Up to Birr 2,000	Free	Free
1.1.2	Birr 2,001 to 10,000	Free	Free
1.1.3	Above Birr 10,001	Free	Free
1.2	Special Cash Collection or Payment to prominent or incident on door-to-door	Negotiable	Negotiable
1.3	Sale of shares of other companies	Negotiable	Negotiable
1.4	Provident Fund Handling	Negotiable	Free

1.5 Inactive/Dormant Accounts Handling			
1.5.1	Saving Accounts	If the balance is less than birr 50, transfer the balance to other income	Free , as per NBE Directive SBB/75/2020 & circular ref. FIS/BSD/117/24 dated 10/1/2024.
1.5.2	Current Accounts	Dormant for six months and balance is less than 500, Birr 5 per six months	Free , as per NBE Directive SBB/75/2020 & circular ref. FIS/BSD/117/24 dated 10/1/2024
1.6 Cost of Cheque Book both old and new			
1.6.1	10 Leaves	Per Printed Cost	Birr 20 per Pad
1.6.2	25 Leaves	Per Printed Cost	Birr 50 per Pad
1.6.3	50 Leaves	Per Printed Cost	Birr 100 per Pad
1.6.4	100 Leaves	Per Printed Cost	Birr 200 per Pad
1.7 Cheque Return Unpaid due to Insufficient fund			
1.7.1	First Instance	First Warning Letter	First warning Letter to the customer, Birr 100 Penalty Charge, and register in the Dishonored Register book.
1.7.2	Second Instance	3% and the Last warning	Penalize 3% of the Cheque value not exceeding Birr 25,000, Last warning letter to the customer and register it in the Dishonored registration book.
1.7.3	Third Instance	5% and closure of accounts	Penalize 5% of the Cheque value (not exceeding Birr 50,000), and close the account and communicate to the office of Operation Support Directorate and Chief Officer Internal Audit and the same to the Customer. Make it in the Dishonored registration book.
1.8 Inter Branch and Inter Bank Fund Transfer			
1.8.1	Incoming Cheque Clearance and incoming RTGS	Free	Free
1.8.2	Outgoing Cheque Clearance (Other	Free	Birr 100

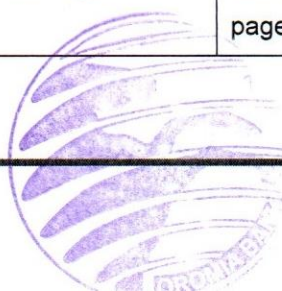


	bank cheque - OBC to be deposited in our bank) (Ordinary Cheque Clearance)		
1.8.3	Outgoing Real Time Gross Settlement (RTGS) Transaction to deposited in our bank	Birr 100	Birr 150 flat
1.8.4	Outgoing AA Special Cheque Clearance to be deposited in our bank	Birr 20	Birr 100 Flat
1.9	Service Charge for "Derash" Tax Payments per Transaction		
	Birr 1-50	Birr 100	Birr 100
	Birr 51-100	Birr 102	Birr 102
	Birr 101-500	Birr 106	Birr 106
	Birr 501-5,000	Birr 110	Birr 110
	Birr 5,001-100,00	Birr 140	Birr 140
	Birr 100,001-1,000,000	Birr 160	Birr 160
	Birr 1,000,001 and above	Birr 200	Birr 200
1.10	Service Charge for "Derash" Water Payments per Transaction		
	Birr 1-50	Birr 0	Birr 0
	Birr 51-100	Birr 1	Birr 1
	Birr 101-500	Birr 3	Birr 3
	Birr 501-5,000	Birr 5	Birr 5
	Birr 5,001-100,00	Birr 20	Birr 20
	Birr 100,001-1,000,000	Birr 30	Birr 30
	Birr 1,000,001 and above	Birr 50	Birr 50
2	Cashier's Payment Order (CPO)		
2.1	CPO Issuance by Cash	Birr 15	Birr 200 flat
2.2	CPO Issuance from Account	Birr 10	Birr 100
2.3	CPO Cancelation/Amendment for Cash	Birr 10	Birr 300
2.4	CPO Cancelation/Amendment from Account	Free	Birr 200
2.5	CPO Loss and Replacement for Cash	Birr 50	Birr 300



2.6	CPO Loss and Replacement from Account	Birr 60	Birr 300
2.7	CPO Lost and Refunding for Non-Account Holder	Birr 60	Birr 300
2.8	CPO Lost and Refunding for Account Holder	Birr 50	Birr 300
3	Passbook Related		
3.1	Issuing Passbook up on Opening	Free	Free
3.2	Fully Utilized Passbook	Free	Free
3.3	Damaged/Lost Passbook	Damaged Birr 20/Lost Birr 25	Birr 100
4	Customer Account Related		
4.1	Closing of Accounts Before six months of opening	Birr 25	Birr 100 per pass Book
4.2	Account Freeze or block and Account Information Request (Court Case)	Free	Birr 100 from the beneficiary of the case
4.3	Account Release (Payment to 3 rd party by court order)	Birr 10 per beneficiary	Birr 100 Flat
4.4	Standing Instruction for Transfer	Birr 15	Birr 20 per transaction
4.5	Balance Conformation in Letter to all parties Except Loan Related	Birr 50 for External Auditor Birr 100 for other	Birr 200 Flat
4.6	Signature Change	Birr 10 per Signature	Birr 50 Per Letter
4.7	Stop Payment order	Birr 10 Per Cheque Mini. Birr 50	Birr 250 flat Plus Birr 5 per Cheque
5	Bank Statement		
5.1	Current Account	Free for the first time	Free for the first time
5.2	Saving Account	Birr 7 per page	Birr 20 per page
6	Duplicate statement or Extra Statement Issuing		
6.1	Current and Saving Account less than One year	Birr 7 Per Page	Birr 25 Per Page plus Birr 5 for every additional page for the current month

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6.2	Current and Saving Account for more than one year	Birr 20 Per Page	Birr 50 Per Page plus Birr 5 for every additional page
7	Duplicate Advice		
7.1	Less than One Year	Birr 7 Per Page	Birr 50 Per advice or photocopy
7.2	More than One Year	Birr 20 Per Page	Birr 100 Per advice or photocopy
8	Authentication of Documents/Inheritance Cases authentication		
8.1	Authentication of power of attorney at "Document authentication and Registration Office" online	Free	Birr 75 plus 3rd party charge per case
8.2	Authentication of power of attorney at "Document authentication and Registration Office" in person	Birr 30 on the same city and birr 50 if the city located outside the branch located.	Birr 200 plus 3rd party charge per case
8.3	Authentications of Documents at Court, any other government and non-government organization in Person	Birr 30 on the same city and birr 50 if the city located outside the branch located.	Birr 200 plus 3rd party charge per case
9	Salary Payment Service		
9.1	Employer with monthly average deposit balance of Birr Less than 25 million	Birr 5 per person	Birr 10 per Person
9.2	Employer with a monthly average deposit balance of Birr Greater than 25 million but less than 50 million	All Birr 5 per person	Birr 5 per Person
9.3	Employer with a monthly average deposit balance of Birr Greater than 50 million	All Birr 5 per person	Free
9.4	For paying Customers with Foreign incoming funds	Negotiable	Negotiable

