



# Business banking fees at a glance.

Your quick and easy guide to the schedule of charges.

# Cash Management

## DEPOSIT ACCOUNTS

Checking Account	SGD	S\$ 100,000
Minimum Initial Deposit	USD	S\$ 100,000 equivalent
Fixed Deposit	SGD	S\$ 50,000
Minimum Deposit	USD	S\$ 50,000 equivalent

## ACCOUNT SERVICE FEE

Account Service Fee (Total Relationship Balance falls below S\$ 50,000 or equivalent)	S\$ 100 per month
Account Closure Fee (within 6 months of account opening)	S\$ 100
Account Opening Fee: - Offshore incorporated company (not including legal fee) - Offshore incorporated branch office in Singapore or Singapore-registered company with foreign ownership	US\$5,000 or its equivalent in other currency
Account Servicing Fee: - Offshore incorporated company (not including legal fee) - Offshore incorporated branch office in Singapore or Singapore-registered company with foreign ownership	US\$5,000 or its equivalent in other currency
Dormant Account* Re-activation Fee	S\$ 200 per activation
Temporary Overdraft Fee	Prevailing prime lending rate + 5%

\* Dormant Account refers to account that has been inactive for 12 months or more.

## OTHER ACCOUNT SERVICE FEES

Reference Letter	S\$ 50
Audit Confirmation	S\$ 50 per copy
Retrieval of MT Messages	S\$ 10
Statement Retrieval	Previous month - No charge 2 months to 5 years - S\$ 50 per copy Beyond 5 years - S\$ 100 per copy
Postage (Documents)	As per courier charges

## PROCESSING FEE RELATED TO PERSONAL DATA ACCESS REQUEST

Access request for information about your personal data only	S\$ 10 per request
Other access requests about your personal data	To be advised on case-by-case basis

# Cash Management

## CROSS BORDER REMITTANCES

### Cross Border Funds Transfer (Telegraphic Transfer)

Manual	- Involving Forex	1/8% commission (min. S\$ 20) plus cable S\$ 20
	- Not involving Forex	1/8% commission (min. S\$ 20) plus 1/4% commission in lieu of exchange (min. S\$ 20) plus cable S\$ 20
Online Banking	- Involving Forex	1/8% commission (min. S\$ 20) plus cable S\$ 20
	- Not involving Forex	1/8% commission (min. S\$ 20) plus 1/8% commission in lieu of exchange (min. S\$ 20) plus cable S\$ 20
Stop Payment		S\$ 30 per transaction plus cable costs where applicable

Fees imposed by Correspondent Banks are not reflected above.

### Demand Draft

- Involving Forex	1/8% commission (min. S\$ 20)
- Not involving Forex	1/8% commission (min. S\$ 20) plus 1/4% commission in lieu of exchange (min. S\$ 20)

Cancellation of Draft S\$ 30 plus cable S\$ 20

### Investigation

Tracer	S\$ 30
Stop Payment	S\$ 30
Document Retrieval	S\$ 50 per document, beyond 5 years S\$ 100 per document

## STANDING INSTRUCTION

### Telegraphic Transfer

Application	S\$ 10 per application
Amendment	S\$ 10 per amendment
Rejected items due to insufficient funds	S\$ 30 per transaction

# Cash Management

## LOCAL TRANSACTIONS

Local Electronic Funds Transfer (MEPS)	S\$ 20 per transaction
FAST (Fast and Secure Transfers) via online GIRO	S\$ 0.40 per transaction
GIRO (2 to 3 business days)	No charge
Returned GIRO	S\$ 10 per transaction
GIRO Payroll/Collection Service	S\$ 0.50 per transaction (min. S\$ 50 per file)
Account Handling Fee for e-payroll submission with insufficient funds	S\$ 50
Cashier's Order - SGD	S\$ 20 per cheque
- USD - Involving Forex	1/8% commission (min. S\$ 20)
- Not involving Forex	1/8% commission (min. S\$ 20) plus 1/4% commission in lieu of exchange (min. S\$ 10)

## FOREIGN CURRENCY NOTES (FCY) DEPOSIT AND WITHDRAWAL\*

	Involving Forex	Not involving Forex
USD	No commission fees	1% commission (min. USD 100)
GBP	No commission fees	1% commission (min. GBP 100)
EUR	No commission fees	1% commission (min. EUR 100)
AUD	No commission fees	1% commission (min. AUD 300)
NZD	No commission fees	1% commission (min. NZD 550)
JPY	No commission fees	1% commission (min. JPY 12,000)

\* Deposit and withdrawal services of foreign currency notes are available at Capital Square and Jurong East only. A transport fee of US\$ 181 will be charged for foreign currency deposit and withdrawal services at other branches, with one (1) business day notice required.

### Note:

FCY cash withdrawals are subject to availability of currency. Where the requested foreign currency is not readily available, Citibank reserves the right to impose additional charges to offset any cost incurred by Citibank in obtaining such foreign currency.

Citibank deals with AUD, EUR, GBP, HKD, JPY & USD cash notes only.

## COIN DEPOSIT & EXCHANGE

Coin Deposit	
Below S\$ 200	S\$ 5 per denomination
Subsequent S\$ 200	S\$ 10 per denomination
Coin Exchange Services	
Below S\$ 50	S\$ 3 per denomination
S\$ 51 to S\$ 500	S\$ 10 per denomination
Above S\$ 500	For every S\$ 500, S\$ 10 per denomination

## Cash Management

### CHEQUE CHARGES

Cheque deposit		
SGD Cheque drawn on local bank		No charge
USD Cheque drawn on local bank		US\$ 5 per cheque
Other foreign currency cheque drawn on local bank		S\$ 30 per cheque
Foreign currency cheque drawn on banks located out of Singapore		S\$ 30 per cheque
Foreign currency cheque sent for overseas collection		US\$ 100 per cheque plus postage and cable
Cheque Book Replenishment		
Inward Returned Cheque		
No charge		
Mark Cheque		
S\$ 100 per cheque		
Outward Returned Cheque		
	SGD	S\$ 50 per cheque
	USD/FCY	US\$ 50 per cheque
Stop Cheque		
	SGD	S\$ 30 per cheque
	USD	US\$ 30 per cheque
Loss of Cheque Book		
	SGD	S\$ 30 per cheque book
	USD	US\$ 30 per cheque book
Cheque Retrieval		
S\$ 50 per cheque		
Beyond 5 years S\$ 100 per cheque		
Traveller's Cheque Encashment		
Citicorp		
No charge		
Others including AMEX Traveller's Cheque with Citibank Private Label		
	- Involving Forex	S\$ 20 per transaction
	- Not involving Forex	S\$ 20 per transaction plus 1% commission in lieu of exchange (min. S\$ 30)

### ONLINE BANKING SERVICES

Online Banking Setup	No charge
Regenerate Online Banking PIN	S\$ 20
Replacement of OSD Token	S\$ 30

This pricing information guide is not intended to provide exhaustive information. You should refer to the Citibank Singapore Global Consumer Banking Terms and Conditions and terms and conditions applicable to relevant products and services for the full terms and conditions.

## BANKER'S GUARANTEE

Local Banker's Guarantee/Standby Letter of Credit (including conditional claim period, if any)	1% per annum (min. S\$ 100) for tenor < 1 year Interest by quotation for tenor > 1 year
Amendment	
Amount	1% per annum (min. S\$ 100) for tenor < 1 year 1.5% per annum (min. S\$ 100) for tenor > 1 year
Tenor	1% per annum (min. S\$ 100) for tenor < 1 year 1.5% per annum (min. S\$ 100) for tenor > 1 year
Others	S\$ 50
Auto-renewal	Interest by quotation
Miscellaneous processing fee	
Cable	S\$ 150 (issuance) & S\$ 50 (amendment)
Postage	Depends on destination
Vetting of Banker's Guarantee	S\$ 500

## AIRWAY BILL/SHIPPING GUARANTEE

Endorsement	
Under Letter of Credit	S\$ 50 (Handling Fee)
Not Under Letter of Credit	1/8% commission (min. S\$ 50)
Redemption	1/8% commission (min. S\$ 50) (if not cancelled after 1 month)

# Trade

## IMPORT LETTER OF CREDIT\*\*

Issuance	1/8% commission per month Minimum 2 months or S\$ 100 whichever is higher
Amendment	
Amount	1/8% commission on incremental amount per month. No refund on reduction (min. S\$ 100)
Expiry date	1/8% commission per month on extended tenure (min. S\$ 100)
Others terms/text	S\$ 50
Cable	
Issuance	S\$ 150
Amendment	S\$ 50
Brief Cable	S\$ 50
Import Letter of Credit Acceptance (charge when we send acceptance to remitter bank)	1/8% commission (min. S\$ 100)
Import Letter of Credit Acceptance - Usance	1/8% commission per month (min. S\$ 100)
Withdrawal of application before Issuance	No charge
Cancellation of unexpired Letter of Credit	Commission S\$ 50 Amendment cable S\$ 50
Discrepancy Fee	US\$ 75
Excess drawing	As per issuance (on the excess amount)
Drawing against expired Letter of Credit	Base on applicant pricing of the Letter of Credit issuance charges

\*\* Applicable to customers with arranged credit facilities. Otherwise the minimum commission for L/C opening is S\$ 250

## DOCUMENTARY TRADE COLLECTION

Import/Inward Bill Collection	
Import Bill Collection - Documents against Acceptance/Documents against Payment	1/8% commission (min. S\$ 100)
Clean	1/8% commission (min. S\$ 50) plus 1/8% commission in lieu of exchange (min. S\$ 50) where applicable
Tracer	S\$ 40
Holding/Maintenance Fees for unpaid or returned items	US\$ 200 (every 90 days unpaid)

## IMPORT LOANS

Handling Fee	1/8% commission (min. S\$ 150)
Import Loans - Trust Receipt	Interest by quotation
Import Loans - Invoice Financing	Interest by quotation
Import Loans - Packing	Interest by quotation

# Trade

<b>EXPORT LETTER OF CREDIT</b>	
Advising commission	S\$ 50
Amendment commission	S\$ 50
Confirmation	Market rate min. US\$ 100 (unless otherwise indicated) and calculated on a part thereof a month basis
Restricted Bills (REB)	1/8% commission (min. S\$ 100)
Negotiation	1/8% commission (min. S\$ 100) Cable charge S\$ 150
Discounting	
For Sight Bill - Transit Interest	Interest by quotation (For full period)
For Usance Bill - Discount Interest	Interest by quotation (For full period)

<b>TRANSFERABLE LETTER OF CREDIT</b>	
Full/Partial Transfer	
Issuance	1/4% commission
Amendment on text only	S\$ 70
Amendment on amount	1/4% commission (min. S\$ 150)

<b>DOCUMENTARY TRADE COLLECTION</b>	
Export/Outward Bill Collection	
Export Bill Collection - Documents against Acceptance Documents against Payment Clean	1/8% commission (min. S\$ 100) US\$ 100 per cheque plus postage and cable
Tracer	S\$ 40
Holding/Maintenance Fees for unpaid or returned items	US\$ 200 (every 90 days unpaid)

<b>OTHER FEES FOR TRADE BILLS</b>	
Commission in lieu of exchange	1/8% commission (min. S\$ 100)
Deferred payment interest	Interest by quotation
Courier Charges	UPS & DHL published rates
Overseas Postage/Local Urgent Mail	S\$ 20
Local Postage	S\$ 3

Information is correct as of 1 Apr 2020.

## **Deposit Insurance Scheme**

Singapore dollar deposits of non-bank depositors are insured by the Singapore Deposit Insurance Corporation, for up to S\$75,000 in aggregate per depositor per Scheme member by law. Foreign currency deposits, dual currency investments, structured deposits and other investment products are not insured. For more information, please refer to SDIC's website at [www.sdic.org.sg](http://www.sdic.org.sg).