



# **BERHAN BANK**

## **Term and Tariff Booklet**



**MARCH 2019**

---

## TABLE OF CONTENTS

|   |    |
|---|----|
| 1. Domestic Banking Services .....                                | 2  |
| 2. Digital Financial Service .....                                | 6  |
| 3. Term and Tariff for Credit Products .....                      | 8  |
| 4. Fees & Charges Related to Credit Processing and Handling ..... | 21 |
| 5. Commission on Local Letter of Guarantees .....                 | 24 |
| 6. Estimation & Inspection Fee .....                              | 28 |
| 7. International Banking Service .....                            | 29 |
| 8. Share & Related Issues Fees .....                              | 35 |



# 1. Domestic Banking Services

|       | Service Term and Conditions  | Term & Tariff  |
|-------|--|--|
| 1     | <b>Transfer of Funds (TT)</b>  |  |
| 1.1   | <b>Commission Transfer of Funds (TT)</b>   |  |
| 1.1.1 | Walk - in to Walk in Customer  |  |
|       | Service Charge or Commission   | Up To ETB 3,000 , ETB 5<br>From ETB 3,001 to, 1/Mill   |
|       | Telephone Charge   | 10 FLAT  |
| 1.1.2 | Account to Account   | Free   |
| 1.1.3 | Account to Walk in   |  |
|       | Service Charge or Commission   | Up To ETB 3,000 , ETB 3.00<br>From ETB 3,001 1/Mill  |
|       | Telephone Charge   | 10 FLAT  |
| 1.1.4 | By Staff   | Up to 5,000 Free<br>Above ETB 5,000 as per the<br>commission specified 1.1.3,<br>However Telephone Charge is<br>Free |
| 1.1.5 | TT Amendment (on Customer Request )  |  |
|       | Service Charge   | ETB 20 _ Flat  |
|       | Telephone /Fax   | ETB 10 _ Flat  |
| 1.1.6 | Amendment for Local Fund Transfer if originated by the<br>Bank due to error committed at the Bank Side | Free   |
| 1.1.7 | TT Cancellation or Retransfer  |  |
|       | Service charge   | ETB 30 _ Flat  |
| 1.1.8 | Re-issuance of Lost Local Fund transfer security number  | ETB 10 _ Flat  |
| 1.2   | <b>Inter Branch Transfer Charge</b>  |  |
| 1.2.1 | Deposit Transaction  | Free   |
| 1.2.2 | Loan Repayment   | Free   |
| 1.2.3 | Withdrawal Transaction   | Free   |
| 1.3   | <b>Inter-Bank Transaction</b>  |  |
| 1.3.1 | Transfer from Customers Account to Other Banks with in<br>Addis Ababa Bank Account                     | ETB 30 _ Flat  |
| 1.3.2 | Transfer From Customers Account to Other Banks outlying<br>Branch Bank Account                         | ETB 100 _ Flat   |
| 2     | <b>Banker Cheque (CPO)</b>   |  |
| 2.1   | CPO Issuance Commission  |  |
| 2.1.1 | Issuance Commission From A/C or A/C holder   | ETB 25 _ Flat  |
| 2.1.2 | Issuance Commission For Non Account Holders using cash   | ETB 50 _ Flat  |



|   |         |   |   |
|---|---------|---|---|
|   | 2.2     | CPO Replacement / Amendment   |   |
|   | 2.2.1   | For Account Holders   | ETB 100 _ Flat  |
|   | 2.2.2   | For Non Account Holders   | ETB 120 _ Flat  |
|   | 2.3     | Lost CPO Refunding  |   |
|   | 2.3.1   | For Account Holders   | ETB 100 _ Flat  |
|   | 2.3.2   | For Non Account Holders   | ETB 120 _ Flat  |
|   | 2.4     | Payment of CPO  |   |
|   | 2.4.1   | Presented for encashment for beneficiary  | ETB 50 _ Flat   |
|   | 2.4.2   | Credit to Account   | Free  |
|   | 2.5     | Cancellation of CPO / Voiding   |   |
|   | 2.5.1   | Issued Against Cash with one month  | ETB 75 _ Flat   |
|   | 2.5.2   | Issued Against A/C within one month   | ETB 100 _ Flat  |
| 3 |         | <b>Deposit Product</b>  |   |
|   | 3.1     | Saving Account  |   |
|   | 3.1.1   | Pass book Issuance upon Opening   | Free  |
|   | 3.1.2   | Replacement of Used Pass book   | Free  |
|   | 3.1.3   | Lost /Damaged Pass book Replacement   | ETB 30  |
|   | 3.1.4   | Closure of S/A  |   |
|   |         | within 6 months from date of opening  | ETB 50  |
|   |         | after 6 months from date of opening   | ETB 25  |
|   | 3.2     | Current Account   |   |
|   | 3.2.1   | Closure of C/A within six months  | ETB 100   |
|   | 3.3     | <b>Term Deposit</b>   |   |
|   | 3.3.1   | Account Closure Fee (Before maturity Date)  | ETB 100; Please Refer page 14 & 15 under 1.2.7 of Domestic banking Operation manual |
|   | 3.3     | <b>Deposit Related Fee &amp; Charges</b>  |   |
|   | 3.3.1   | Account Freezing, Payment to 3rd party & Release by court order                   |   |
|   | 3.3.1.1 | Saving & Checking Account Freeze (court Case) in favor of Plaintiff (beneficiary) | ETB 100 _ Flat  |
|   | 3.3.1.2 | Payment for 3rd Party by Court order  | ETB 100 _ Flat  |
|   | 3.3.1.3 | Account Release   | ETB 100 _ Flat  |
|   | 3.3.2   | Inactive or Dormant A/C   |   |
|   | 3.3.2.1 | S/A Balance Below a ETB 100 for one year  | ETB 25 per six months   |
|   | 3.3.2.2 | C/A Balance Below a ETB 1,000 amount for six months                               | ETB 100 per six months  |
|   | 3.3.2.3 | C/A Balance Below a ETB 250 for a year -  | Transfer the Balance and Close the A/C  |



|   |         |   |   |
|---|---------|---|---|
|   | 3.3.2.4 | Re-Instatement of closed dormant C/A & S/A, when claimed by customer                                | Free  |
|   | 3.3.3   | Standing Instruction  |   |
|   | 3.3.3.1 | Standing Instruction on S/A, C/A, TD, FCY, O/D etc. for a single transaction                        | ETB 35 _ Transaction                              |
|   | 3.3.3.2 | Standing Instruction on S/A, C/A, TD, FCY, O/D etc. for a multiple transaction                      | ETB 35 _ Transaction                              |
|   | 3.3.4   | Stop Payment Order  |   |
|   | 3.3.4.1 | Service Charge for Single CK issued   | ETB 100 per Cheque                                |
|   | 3.3.4.2 | Service Charge (for Range of Cheques or Pad Un-Issued )   | ETB 100 Flat and ETB 5 per cheque                 |
|   | 3.3.4   | Insufficient Fund - C/A   |   |
|   | 3.3.4.1 | First Time  | Penalize / Collect <b>ETB 100 - Flat</b>          |
|   | 3.3.4.2 | Second Time   | Penalize 3% of Ck value not exceed 25,000         |
|   | 3.3.4.3 | Third Time  | 5% Ck value not exceeding 50,000                  |
| 4 |         | <b>Sundries Service</b>   |   |
|   | 4.1     | Duplicate Account Statement on Request  |   |
|   | 4.1.1   | Duplicate Account Statement on Request - Current Year   | ETB 20 per page + ETB 5 for every additional copy |
|   | 4.1.2   | Duplicate Account Statement on Request - Historical   | ETB 20 per page + ETB 5 for every additional copy |
|   | 4.2     | Duplicate Advice & Other Doc't (Typed or Photocopy)   |   |
|   | 4.2.1   | Duplicate Advice & Other Doc't (Typed or Photocopy) - Current Year                                  | ETB 10 per Advice or Photocopy                    |
|   | 4.2.2   | Duplicate Advice & Other Doc't (Typed or Photocopy) - Over a Year                                   | ETB 30 per Advice or Photocopy                    |
|   | 4.2     | Balance Availability Notification (S/A, C/A, TD, FCY etc.) for all customers except Credit Facility |   |
|   | 4.2.1   | Balance Confirmation - Local  |   |
|   | 4.2.1.1 | Balance Confirmation - Local _ Service Charge   | ETB 50  |
|   | 4.2.1.2 | Balance Confirmation - Local _ Registered mail  | As per courier cost                               |
|   | 4.2.2   | Balance Confirmation - International  |   |
|   | 4.2.2.1 | Balance Confirmation - International _ Service Charge   | ETB 200   |
|   | 4.2.2.2 | Balance Confirmation - International _ Registered mail  | As per courier cost                               |
|   | 4.2.3   | Balance Confirmation to External Auditors   |   |
|   | 4.2.3.1 | Balance Confirmation _ Service Charge   | ETB 100   |
|   | 4.2.3.2 | Balance Confirmation _ Registered mail  | As per courier cost                               |
|   | 4.3.4   | Customer Signature Change   | ETB 20  |
|   | 4.3.5   | Customer Mobile Number Change   |   |



|   |        |  |   |
|---|--------|--|---|
|   | 4.3.5  | Authentication fee at Document Authentication and Registration Office & Courts               | ETB 50 on top of Third party charge                 |
|   | 4.3.6  | Special Cheque Clearance of Other Banks  | ETB 30  |
|   | 4.3.7  | Provident Fund Account Handling Fee  | Free  |
|   | 4.3.8  | Salary (payroll) Processing Payment  | Free  |
|   | 4.3.9  | Inquires requiring investigation   |   |
|   |        | Up to one Year (per page)  | 15 per page; Flat ETB 500, if the pages is above 50 |
|   |        | Over one Year (per page)   | 20 per page; Flat ETB 500, if the pages is above 50 |
|   | 4.3.10 | Replacement of Staff ID  | ETB 25  |
| 5 |        | Cost of Cheque Books   |   |
|   | 5.1    | Old Cheque Books   |   |
|   |        | 25 Leaves  | ETB 50  |
|   |        | 50 Leaves  | ETB 100   |
|   |        | 100 Leaves   | -   |
|   |        | <b>N.B The Cost of old cheque books can be amended at any time based on the actual cost.</b> |   |
|   | 5.2    | MICR Cheques Books   |   |
|   |        | 25 Leaves  | ETB 25  |
|   |        | 50 Leaves  | ETB 50  |
|   |        | 100 Leaves   | ETB 100   |
|   |        | <b>N.B The Cost of old cheque books can be amended at any time based on the actual cost.</b> |   |



## 2. Digital Financial Service

|   |      | Service Term and Conditions                                      | Term & Tariff                  |
|---|------|--|--------------------------------|
| 1 |      | <b>ATM/ Debit Cards</b>  |                                |
|   | 1.1  | Issuing Debit Card   | ETB 25                         |
|   | 1.2  | Re-Issuance of Debit Card Pin                                    | ETB 10                         |
|   | 1.3  | Debit Card Renewal Fee - Per Year                                | ETB 5                          |
|   | 1.4  | ATM Card/ Debit Card Replacement Fee (Lost/Stolen)               | ETB 50                         |
|   | 1.5  | Cancellation   | Free                           |
|   | 1.6  | Additional Account Link  | Free                           |
|   | 1.7  | Supplementary Card Issuance Fee                                  | ETB 50                         |
|   |      | Usage Fee in BrB ATM's by our customers (on US)                  |                                |
|   | 1.9  | Cash Withdrawal on US  | 0.25%                          |
|   | 1.10 | Cash withdrawal on US (Staff)                                    | Free                           |
|   | 1.11 | Balance enquiry on US  | Free                           |
|   | 1.12 | Mini-Statement on Us   | 0.50 Cents                     |
|   | 1.13 | Fund Transfer within BrB Accounts                                | Free                           |
|   | 1.14 | Utility Bill Payments  | Free                           |
|   | 1.15 | Money Sen on Atm - On us   | 10 _Flat                       |
|   | 1.16 |  |                                |
|   |      | Usage of Fee in Using BrB ATMs other than BrB Customers (off-UsO |                                |
|   | 1.18 | Cash Withdrawal Off-Us   | 0.50%                          |
|   | 1.19 | Balance Enquiry Off-US   | 0.50 Cents                     |
|   | 1.20 | Mini Statement Off-Us  | ETB 1                          |
|   | 1.21 | Utility Bill Payments  | N/A                            |
| 2 |      | <b>Mobile Banking Service</b>                                    |                                |
|   | 1.1  | Annual Subscription fee  | FREE                           |
|   | 1.2  | Re-issuance of Mobile Banking PIN                                | FREE                           |
|   | 1.3  | Fund Transfer between BrB accounts                               | 0.10 % of Transfer Amount      |
|   | 1.4  | Balance enquiry  | FREE                           |
|   | 1.5  | Mini Statement   | FREE                           |
|   | 1.6  | Stop Payment Request Charge                                      | As per Domestic Banking charge |



|   |      |   |                                |
|---|------|---|--------------------------------|
|   | 1.7  | Exchange Rate Enquiry   | Free                           |
| 3 |      | <b>POS</b>  |                                |
|   | 3.1  | Merchant Fee  | Free                           |
|   | 3.2  | Off-us Transaction  | Free                           |
|   | 3.3  | Cash Advance -on US   | 0.25%                          |
|   | 3.4  | Cash Advance - Off Us   | 0.40%                          |
|   | 3.5  | Min- Statement - On US  | Free                           |
|   | 3.6  | Min- Statement - Off US   | 1 Birr                         |
|   | 3.7  | Fund Transfer within BrB Accounts                                 | Free                           |
|   | 3.8  | Balance Enquiry - On Us   | Free                           |
|   | 3.9  | Balance Enquiry - Off Us  | Free                           |
| 4 |      | <b>Internet Banking</b>   |                                |
|   | 4.1  | Internet banking subscription fee                                 | Free                           |
|   | 4.2  | Account overview & Statements                                     | Free                           |
|   | 4.3  | View daily currency exchange rate                                 | Free                           |
|   | 4.4  | Fund transfer b/n accounts  | 0.05%                          |
|   | 4.5  | Fund transfer to other banks customer                             | N/A                            |
|   | 4.6  | Bulk payments customer's pay to employee's credit service charge. | 0.05%                          |
|   | 4.7  | Cheque book request   | Free                           |
|   | 4.8  | Standing order  | As per Domestic Banking tariff |
|   | 4.9  | View loan status  | Free                           |
|   | 4.10 | Apply for L/C   | Free                           |
|   | 4.11 | Loan Application  | Free                           |
|   | 4.12 | Fixed time deposit application                                    | Free                           |
|   | 4.13 | CPO/ Draft purchase   | Free                           |
|   | 4.14 | Bill Payment  | Free                           |
|   | 4.15 | Stop payment request charge                                       | As per Domestic Banking tariff |



### 3. Term and Tariff for Credit Products

| S. No | Sector      | Loan Type   | Collateral/ Security Type | Loan Period  | Interest per Annum %age |
|-------|-------------|-------------|---------------------------|--|-------------------------|
| 1     | Agriculture | Merchandise | Agricultural Outputs      | 1 Year   | 17.5                    |
|       |             | Overdraft   | Cash                      | 1 Year   | 11                      |
|       |             | Term loan   |                           | 1 Year   | 11                      |
|       |             |             |                           | 2 Years  | 11                      |
|       |             |             |                           | 3 Years  | 11                      |
|       |             |             |                           | 4 Years  | 11                      |
|       |             |             |                           | 5 Years  | 11                      |
|       |             | Overdraft   |                           | Foreign Bank Guarantee, Cash Equivalent, Financial guarantee, share certificate & other acceptable financial instruments | 1 Year                  |
|       |             | Term loan   | 1 Year                    |  | 15.25                   |
|       |             |             | 2 Years                   |  | 15.75                   |
|       |             |             | 3 Years                   |  | 16.25                   |
|       |             |             | 4 Years                   |  | 16.75                   |
|       |             |             | 5 Years                   |  | 17.25                   |
|       |             | Overdraft   | Building                  | 1 Year   | 17                      |
|       |             | Term loan   |                           | 1 Year   | 15.5                    |
|       |             |             |                           | 2 Years  | 16                      |
|       |             |             |                           | 3 Years  | 16.5                    |
|       |             |             |                           | 4 Years  | 17                      |
|       |             |             |                           | 5 Years  | 17.5                    |
|       |             | Term loan   | Machinery, Motor, Truck   | 1 Year   | 16.25                   |
|       |             |             |                           | 2 Years  | 16.75                   |
|       |             |             |                           | 3 Years  | 17.25                   |
|       |             |             |                           | 4 Years  | 17.75                   |
|       |             |             |                           | 5 Years  | 18.25                   |



| S. No | Sector | Loan Type                              | Collateral/ Security Type  | Loan Period            | Interest per Annum %age |
|-------|--------|--|--|------------------------|-------------------------|
| 2     | Export | Please refer separately attached table |  |                        |                         |
| 3     | Import | Advance on Import Bills                | Import documents   | <90 days               | 17                      |
|       |        |  | Import documents   | ≥90 days               | 17+3                    |
|       |        | Merchandise                            | Merchandise imported goods   | 1 Year                 | 17.5                    |
|       |        |  |  | Merchandise in transit | 1 Year                  |
|       |        | Overdraft                              | Cash   | 1 Year                 | 11                      |
|       |        | Term loan                              |  | 1 Year                 | 11                      |
|       |        |  |  | 2 Years                | 11                      |
|       |        |  |  | 3 Years                | 11                      |
|       |        |  |  | 4 Years                | 11                      |
|       |        |  |  | 5 Years                | 11                      |
|       |        | Overdraft                              | Financial guarantee, Cash Equivalent, share certificate & other acceptable financial instruments | 1 Year                 | 17                      |
|       |        | Term loan                              |  | 1 Year                 | 15.5                    |
|       |        |  |  | 2 Years                | 16                      |
|       |        |  |  | 3 Years                | 16.5                    |
|       |        |  |  | 4 Years                | 17                      |
|       |        |  |  | 5 Years                | 17.5                    |
|       |        | Overdraft                              | Building   | 1 Year                 | 17                      |
|       |        | Term loan                              |  | 1 Year                 | 15.75                   |
|       |        |  |  | 2 Years                | 16.25                   |
|       |        |  |  | 3 Years                | 16.75                   |
|       |        |  |  | 4 Years                | 17.25                   |
|       |        |  |  | 5 Years                | 17.75                   |
|       |        | Term loan                              | Machinery, Motor, Truck  | 1 Year                 | 16.25                   |
|       |        |  |  | 2 Years                | 16.75                   |



| S. No | Sector        | Loan Type   | Collateral/ Security Type | Loan Period  | Interest per Annum %age |
|-------|---------------|-------------|---------------------------|--|-------------------------|
|       |               |             |                           | 3 Years  | 17.25                   |
|       |               |             |                           | 4 Years  | 17.75                   |
|       |               |             |                           | 5 Years  | 18.25                   |
| 4     | Manufacturing | Merchandise | Raw Material              | 1 Year   | 17.25                   |
|       |               |             | Finished good             | 1 Year   | 17                      |
|       |               | Overdraft   | Cash                      | 1 Year   | 11                      |
|       |               | Term loan   |                           | 1 Year   | 11                      |
|       |               |             |                           | 2 Years  | 11                      |
|       |               |             |                           | 3 Years  | 11                      |
|       |               |             |                           | 4 Years  | 11                      |
|       |               |             |                           | 5 Years  | 11                      |
|       |               |             |                           | 6-10 Years   | 11                      |
|       |               |             |                           | 11-15 Years  | 11                      |
|       |               | Overdraft   |                           | Financial guarantee, Cash Equivalent, share certificate & other acceptable financial instruments | 1 Year                  |
|       |               | Term loan   | 1 Year                    |  | 15.25                   |
|       |               |             | 2 Years                   |  | 15.75                   |
|       |               |             |                           |  | 16.25                   |
|       |               |             | 4 Years                   |  | 16.75                   |
|       |               |             | 5 Years                   |  | 17.25                   |
|       |               |             | 6-10 Years                |  | 17.75                   |
|       |               |             | 11-15 Years               |  | 18.75                   |
|       |               | Overdraft   | Building                  |  | 1 Year                  |
|       |               | Term loan   |                           | 1 Year   | 15.25                   |
|       |               |             |                           | 2 Years  | 15.75                   |
|       |               |             |                           | 3 Years  | 16.25                   |



| S. No | Sector                 | Loan Type   | Collateral/ Security Type  | Loan Period | Interest per Annum %age |
|-------|------------------------|-------------|--|-------------|-------------------------|
|       |                        |             |  | 4 Years     | 16.75                   |
|       |                        |             |  | 5 Years     | 17.25                   |
|       |                        |             |  | 6-10 Years  | 17.75                   |
|       |                        |             |  | 11-15 Years | 18.75                   |
|       |                        | Term loan   | Machinery, Motor, Truck  | 1 Year      | 16                      |
|       |                        |             |  | 2 Years     | 16.5                    |
|       |                        |             |  | 3 Years     | 17                      |
|       |                        |             |  | 4 Years     | 17.5                    |
|       |                        |             |  | 5 Years     | 18                      |
|       |                        |             |  |             |                         |
| 5     | Domestic Trade Service | Merchandise | Merchandise Goods  | 1 Year      | 17.5                    |
|       |                        | Overdraft   | Cash   | 1 Year      | 11                      |
|       |                        | Term loan   |  | 1 Year      | 11                      |
|       |                        |             |  | 2 Years     | 11                      |
|       |                        |             |  | 3 Years     | 11                      |
|       |                        |             |  | 4 Years     | 11                      |
|       |                        |             |  | 5 Years     | 11                      |
|       |                        |             |  | 6-11 Years  | 11                      |
|       |                        |             |  | 11-15 Years | 11                      |
|       |                        | Overdraft   | Foreign Bank Guarantee, Cash Equivalent, Financial guarantee, share certificate & other acceptable financial instruments | 1 Year      | 17                      |
|       |                        | Term loan   |  | 1 Year      | 15.5                    |
|       |                        |             |  | 2 Years     | 16                      |
|       |                        |             |  | 3 Years     | 16.5                    |
|       |                        |             |  | 4 Years     | 17                      |
|       |                        |             |  | 5 Years     | 17.5                    |
|       |                        |             |  | 6-10 Years  | 18                      |
|       |                        |             |  | 11-15 Years | 18.75                   |
|       |                        | Overdraft   | Building   | 1 Year      | 17                      |



| S. No | Sector                  | Loan Type | Collateral/ Security Type  | Loan Period | Interest per Annum %age |
|-------|-------------------------|-----------|--|-------------|-------------------------|
|       |                         | Term loan |  | 1 Year      | 15.75                   |
|       |                         |           |  | 2 Years     | 16.25                   |
|       |                         |           |  | 3 Years     | 16.75                   |
|       |                         |           |  | 4 Years     | 17.25                   |
|       |                         |           |  | 5 Years     | 17.75                   |
|       |                         |           |  | 6-10 Years  | 18.25                   |
|       |                         |           |  | 11-15 Years | 18.75                   |
|       |                         | Term loan | Machinery, Motor, Truck  | 1 Year      | 16.25                   |
|       |                         |           |  | 2 Years     | 16.75                   |
|       |                         |           |  | 3 Years     | 17.25                   |
|       |                         |           |  | 4 Years     | 17.75                   |
|       |                         |           |  | 5 Years     | 18.25                   |
| 6     | Building & Construction | Overdraft | Cash   | 1 Year      | 11                      |
|       |                         | Term loan |  | 1 Year      | 11                      |
|       |                         |           |  | 2 Years     | 11                      |
|       |                         |           |  | 3 Years     | 11                      |
|       |                         |           |  | 4 Years     | 11                      |
|       |                         |           |  | 5 Years     | 11                      |
|       |                         |           |  | 6-11 Years  | 11                      |
|       |                         |           |  | 11-15 Years | 11                      |
|       |                         | Overdraft | Financial guarantee, Cash Equivalent, share certificate & other acceptable financial instruments | 1 Year      | 17                      |
|       |                         | Term loan |  | 1 Year      | 16                      |
|       |                         |           |  | 2 Years     | 16.5                    |
|       |                         |           |  | 3 Years     | 17                      |
|       |                         |           |  | 4 Years     | 17.5                    |
|       |                         |           |  | 5 Years     | 18                      |
|       |                         |           |  | 6-10 Years  | 18.5                    |



| S. No     | Sector    | Loan Type  | Collateral/ Security Type | Loan Period | Interest per Annum %age |
|-----------|-----------|--|---------------------------|-------------|-------------------------|
|           |           |  |                           | 11-15 Years | 18.75                   |
|           |           | Overdraft  | Building                  | 1 Year      | 17                      |
|           |           | Term loan  |                           | 1 Year      | 16.25                   |
|           |           |  |                           | 2 Years     | 16.75                   |
|           |           |  |                           | 3 Years     | 17.25                   |
|           |           |  |                           | 4 Years     | 17.75                   |
|           |           |  |                           | 5 Years     | 18.25                   |
|           |           |  |                           | 6-10 Years  | 18.5                    |
|           |           |  |                           | 11-15 Years | 18.75                   |
|           |           | Term loan  | Machinery, Motor, Truck   | 1 Year      | 16.75                   |
|           |           |  |                           | 2 Years     | 17.25                   |
|           |           |  |                           | 3 Years     | 17.75                   |
|           |           |  |                           | 4 Years     | 18.25                   |
|           |           |  |                           | 5 Years     | 18.75                   |
| 7         | Transport | Overdraft  | Cash                      | 1 Year      | 11                      |
| Term loan |           | 1 Year   |                           | 11          |                         |
|           |           | 2 Years  |                           | 11          |                         |
|           |           | 3 Years  |                           | 11          |                         |
|           |           | 4 Years  |                           | 11          |                         |
|           |           | 5 Years  |                           | 11          |                         |
| Overdraft |           | Financial guarantee, Cash Equivalent, share certificate & other acceptable financial instruments | 1 Year                    | 17          |                         |
| Term loan |           |  | 1 Year                    | 15.5        |                         |
|           |           |  | 2 Years                   | 16          |                         |
|           |           |  | 3 Years                   | 16.5        |                         |
|           |           |  | 4 Years                   | 17          |                         |
|           |           |  | 5 Years                   | 17.5        |                         |
| Overdraft |           | Building   | 1 Year                    | 17          |                         |



| S. No | Sector          | Loan Type | Collateral/ Security Type  | Loan Period | Interest per Annum %age |    |
|-------|-----------------|-----------|--|-------------|-------------------------|----|
|       |                 | Term loan |  | 1 Year      | 15.75                   |    |
|       |                 |           |  | 2 Years     | 16.25                   |    |
|       |                 |           |  | 3 Years     | 16.75                   |    |
|       |                 |           |  | 4 Years     | 17.25                   |    |
|       |                 |           |  | 5 Years     | 17.75                   |    |
|       |                 | Term loan | Machinery, Motor, Truck  | 1 Year      | 16.75                   |    |
|       |                 |           |  | 2 Years     | 17.25                   |    |
|       |                 |           |  | 3 Years     | 17.75                   |    |
|       |                 |           |  | 4 Years     | 18.25                   |    |
|       |                 |           |  | 5 Years     | 18.75                   |    |
| 8     | Hotel & Tourism | Overdraft | Cash   | 1 Year      | 11                      |    |
|       |                 |           |  | Term loan   | 1 Year                  | 11 |
|       |                 | Term loan |  | 2 Years     | 11                      |    |
|       |                 |           |  | 3 Years     | 11                      |    |
|       |                 |           |  | 4 Years     | 11                      |    |
|       |                 |           |  | 5 Years     | 11                      |    |
|       |                 |           |  | 6-11 Years  | 11                      |    |
|       |                 |           |  | 11-15 Years | 11                      |    |
|       |                 | Overdraft | Foreign Bank Guarantee, Cash Equivalent, Financial guarantee, share certificate & other acceptable financial instruments | 1 Year      | 17                      |    |
|       |                 | Term loan |  | 1 Year      | 15.5                    |    |
|       |                 |           |  | 2 Years     | 16                      |    |
|       |                 |           |  | 3 Years     | 16.5                    |    |
|       |                 |           |  | 4 Years     | 17                      |    |
|       |                 |           |  | 5 Years     | 17.5                    |    |
|       |                 |           |  | 6-10 Years  | 18                      |    |
|       |                 |           |  | 11-15 Years | 18.75                   |    |
|       |                 | Overdraft | Building   | 1 Year      | 17                      |    |



| S. No | Sector   | Loan Type                    | Collateral/ Security Type                                      | Loan Period | Interest per Annum %age |
|-------|--|------------------------------|--|-------------|-------------------------|
|       |  | Term loan                    |  | 1 Year      | 15.5                    |
|       |  |                              |  | 2 Years     | 16                      |
|       |  |                              |  | 3 Years     | 16.5                    |
|       |  |                              |  | 4 Years     | 17                      |
|       |  |                              |  | 5 Years     | 17.5                    |
|       |  |                              |  | 6-10 Years  | 18                      |
|       |  |                              |  | 11-15 Years | 18.75                   |
|       |  | Term loan                    | Machinery, Motor, Truck  | 1 Year      | 16.25                   |
|       |  |                              |  | 2 Years     | 16.75                   |
|       |  |                              |  | 3 Years     | 17.25                   |
|       |  |                              |  | 4 Years     | 17.75                   |
|       |  |                              |  | 5 Years     | 18.25                   |
| 9     | Temporary Loans                                  | Current Account Overdrawal   | Clean  | 90 Days     | 19.5                    |
|       |  | Overdraft Account Overdrawal | Clean  | 90 Days     | 19.75                   |
| 10    | Personal Loan (Regular Customers)                |                              | Building, Vehicle, Share Certificate & Institutional Guarantee | 1 Year      | 17                      |
|       |  |                              |  | 2 Years     | 17.75                   |
|       |  |                              |  | 3 Years     | 18.5                    |
|       |  |                              |  | 4 - 5 Years | 18.75                   |
| 11    | Personal Loan (Employees of Corporate Customers) |                              | Building, Vehicle, Share Certificate & Institutional Guarantee | 1 Year      | 10.5                    |
|       |  |                              |  | 2 Years     | 11                      |
|       |  |                              |  | 3 Years     | 11.5                    |
|       |  |                              |  | 4 - 5 Years | 12                      |
|       |  |                              |  | 6-10 Years  | 13                      |
|       |  |                              |  | 11-15 Years | 14                      |



| S. No | Sector                | Loan Type              | Collateral/ Security Type                                      | Loan Period       | Interest per Annum %age       |
|-------|-----------------------|------------------------|--|-------------------|-------------------------------|
| 12    | Consumer Loans        |                        | Building, Vehicle, Share Certificate & Institutional Guarantee | 1 Year            | 17                            |
|       |                       |                        |  | 2 Years           | 17.75                         |
|       |                       |                        |  | 3 Years           | 18.5                          |
|       |                       |                        |  | 4 - 5 Years       | 18.75                         |
| 13    | Staff Loans           | Staff Mortgage Loan    | Building   | Up to 25 Years    | Saving Interest rate plus one |
|       |                       | Staff Automobile Loans | Automobile   | Up to 10 Years    | Saving Interest rate plus two |
|       |                       | Personal Loan          | Personal Guarantee   | Up to 4 Years     | Saving Interest rate          |
|       |                       | Emergency staff Loan   | Clean  | Up to 2&1/2 Years | 0                             |
| 14    | Special Mention Loans |                        |  |                   | Regular Interest Rate +1.5%   |
|       | Non-Performing Loans  |                        |  |                   | Regular Interest Rate +3%     |

## 2.1 Governing Rules

- Export interest rate shall be applied for customers that fulfill the Banks export / foreign currency generation threshold set by the respective credit sanctioning committee.
- For a single collateral type that constitutes more than 50% of the value of total collateral, the corresponding interest rate, for the respective collateral type, shall be applied.
- Default rate of 3% per annum shall be applied on outstanding loans and advances that have arrear days of 90 and more.
- Loan and advance restructuring decision shall entail additional 1% annual rate of interest, on top of the existing rate of interest or the regular annual rate of interest set for



the specific loan sector, collateral type and loan tenure, whichever is higher. However, if the restructured loan is in NPL status, the additional 1% annual rate of interest shall not be applied unless the loan is regularized and reversal of the 3% penalty interest is made.

- v. The Bank may set annual rate of interest within the range of 13.5% - 13.75% for loans and advances that are granted for government projects with significant social and economic impact.
- vi. Commitment charge of 5% will be applied on all borrowers, except on corporate customers, in cases when loan pre - payment or loan settlement is made while outstanding loan balance is 40% or more than the approved loan amount. However, commitment charge shall reduce to 3% whenever outstanding loan balance is less than 40% of the approved amount of loan.
- vii. Except for export loans and advances, for loans availed on clean basis, additional annual rate of interest shall be applied as follows:

If  $X \approx$  clean portion

- $0 < X \leq 30\%$ , annual rate of interest shall be increased by 1%;
- $31 \leq X \leq 50\%$ , annual rate of interest shall be increased by 2%.




|             |                                    |                 |  |         |     |                       |     |     |    |
|-------------|------------------------------------|-----------------|--|---------|-----|-----------------------|-----|-----|----|
| 2           | Export                             |                 |  |         |     | Export Cycle per Year |     |     |    |
|             | (Goods and Services <sup>1</sup> ) | Export Turnover |  |         |     | 1X                    | 2X  | 3X  | 4X |
|             |                                    |                 | Export contract                          | 1 Year  | 9   | 9                     | 7.5 | 5.5 | 0  |
|             |                                    |                 | Letter of credit                         | 1 Year  | 8.5 | 8                     | 6.5 | 5   | 0  |
|             |                                    |                 | Development Bank of Ethiopia's Guarantee | 1 Year  | 9   | 9                     | 7.5 | 5.5 | 0  |
|             |                                    | Merchandise     | Merchandise exportable goods             | 1 Year  | 9   | 9                     | 7.5 | 5.5 | 0  |
|             |                                    | Overdraft       | Cash                                     | 1 Year  | 8.5 | 8.5                   | 7   | 5   | 0  |
|             |                                    | Term loan       |  | 1 Year  | 8.5 | 8.5                   | 7   | 5   | 0  |
|             |                                    |                 |  | 2 Years | 8.5 | 8.5                   | 7   | 5   | 0  |
|             |                                    |                 |  | 3 Years | 8.5 | 8.5                   | 7   | 5   | 0  |
|             |                                    |                 |  | 4 Years | 8.5 | 8.5                   | 7   | 5   | 0  |
|             |                                    |                 |  | 5 Years | 8.5 | 8.5                   | 7   | 5   | 0  |
| 6-10 Years  | 8.5                                |                 |  | 8.5     | 7   | 5                     | 0   |     |    |
| 11-15 Years | 8.5                                |                 |  | 8.5     | 7   | 5                     | 0   |     |    |
| Overdraft   | Financial guarantee,               | 1 Year          | 8.5                                      | 8.5     | 7   | 5                     | 0   |     |    |

<sup>1</sup> Services export includes among others tourism related sector generating foreign exchange



|  |  |           |  |                |      |      |      |      |   |
|--|--|-----------|--|----------------|------|------|------|------|---|
|  |  | Term loan | Cash Equivalent,<br>share certificate &<br>other acceptable<br>financial instruments | 1 Year         | 8.5  | 8.5  | 7    | 5    | 0 |
|  |  |           |  | 2 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 3 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 4 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 5 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 6-10<br>Years  | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 11-15<br>Years | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  | Overdraft | Building   | 1 Year         | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  | Term loan |  | 1 Year         | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 2 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 3 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 4 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 5 Years        | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 6-10<br>Years  | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  |           |  | 11-15<br>Years | 8.75 | 8.75 | 7.25 | 5.25 | 0 |
|  |  | Overdraft | Machinery, Motor,<br>Truck   | 1 Year         | 9    | 9    | 7.5  | 5.5  | 0 |
|  |  | Term loan |  | 1 Year         | 9    | 9    | 7.5  | 5.5  | 0 |



|  |  |  |  |         |         |   |     |     |   |
|--|--|--|--|---------|---------|---|-----|-----|---|
|  |  |  |  | 2 Years | 9       | 9 | 7.5 | 5.5 | 0 |
|  |  |  |  | 3 Years | 9       | 9 | 7.5 | 5.5 | 0 |
|  |  |  |  | 4 Years | 9       | 9 | 7.5 | 5.5 | 0 |
|  |  |  |  | 5 Years | 9       | 9 | 7.5 | 5.5 | 0 |
|  | >0-<1  |  |  |         | 14.5%   |   |     |     |   |
|  | Non performing Export Loans<br>(<1X Export Cycle |  |  |         | 14.5%+2 |   |     |     |   |



## 4. Fees & Charges Related to Credit Processing and Handling

|     |  | Fee & Charges          | Term & Tariff                                  |              |
|-----|--|------------------------|--|--------------|
| 1   |  | Credit Processing Fees | Amount requested                               | Fee          |
| 1.1 | New Credit Processing Fee  |                        | $X \leq 500,000$                               | 500          |
|     |  |                        | $500,001 \leq X \leq 1,000,001$                | 1,000        |
|     |  |                        | $1,000,001 \leq X \leq 2,500,000$              | 1,500        |
|     |  |                        | $2,500,001 \leq X \leq 4,000,000$              | 2,500        |
|     |  |                        | $4,000,001 \leq X \leq 5,000,000$              | 3,500        |
|     |  |                        | $5,000,001 \leq X \leq 7,500,000$              | 5,000        |
|     |  |                        | above 7,500,001                                | 0.075%       |
| 1.2 | Renewal of Existing Credit Facility  |                        | 0.025% minimum 2,000                           |              |
| 1.3 | Renewal of Facilities due over one month from expiry date  |                        | 0.025% of the O/D or O/V limit (minimum 1,000) |              |
| 2   | Renegotiated credit facility charges   |                        |  |              |
| 2.1 | Wavier of repayment  |                        |  | 2,250        |
| 2.2 | Rescheduling   |                        |  | 2,250        |
| 2.3 | Amendment of Repayment   |                        |  | 2,500        |
| 2.4 | Transfer of Loan File ( Excluding staff)   |                        |  | 3,000        |
| 2.5 | Guarantee conversion to term loan  |                        |  | 10,000       |
| 2.6 | Credit approval confirmation fee (excluding Guarantee)   |                        |  | 3,000        |
| 2.7 | Any letter regarding credit facility to be issued at the request of the borrower /customer/ supplier |                        |  | 300          |
| 3   | Amendment Related to Collateral Per Collateral   |                        |  |              |
| 3.1 | Collateral Substitution Fee / Collateral   |                        |  | 3,000        |
| 3.2 | Collateral release fee/ collateral   |                        |  | 3,000        |
| 3.3 | Any amendment related to collateral/ amendment   |                        |  | 2,000        |
| 3.4 | Allowing Registration of collateral on second degree by other bank's (per each collateral)           |                        |  | 5,000        |
| 4   | Movable collateral management fee  |                        |  |              |
| 4.1 | Motor vehicles, construction machinery and equipment's   |                        |  | 500/ booklet |



|    |     |   |              |
|----|-----|---|--------------|
|    | 4.2 | Factory Machinery                               | 1,000/ plant |
| 5  |     | Loan re-approval fee                            | 3,000        |
| 6  |     | Cancellation /suspension of foreclosed decision | 5,000        |
| 7  |     | Appeal processing fee                           | 1,500        |
| 8  |     | Insurance Premium payment Charge                | 1,500        |
| 9  |     | Merchandise Loan Handling Charge                |              |
|    | 9.1 | Each Time a merchandise is pledged              | 2,000        |
|    | 9.2 | Each Time a merchandise is released             | 2,000        |
| 11 |     | Credit Information inquiry /per enquiry         | 400          |
| 12 |     | Line of Credit for Guarantee - Conditional      | 500          |
| 13 |     | Line of Credit for Guarantee - Un Conditional   | 2,500        |

**N.B**

1. Insurance premium payment charge applicable only insurance premium payment made by the Bank debiting the customer loan account.
2. Fees like Loan processing, re-approval, appeal processing fee, collateral amendments fee are not applicable on staff Housing, Vehicle and Personal loans
3. Merchandise loan handling charge applies when permanent controlling staff is not hired.



**Clarification on Newly Introduced Credit & related Fees**

**Movable collateral management fee:** - is a management fee collected one time at flat basis per booklet or per vehicle/machinery up on the loan disbursement. The purpose of this collateral management is any tasks related to the collateral given to the borrower like insurance, bolo, letter issuing ... etc.

**Credit approval confirmation fee:** - this is a fee collected on confirmation letter written to third party about the credit approval as per the application of the borrower. However, this fee doesn't apply on the credit approval confirmation letter written to the borrower by the bank expressing the approval of the loan.

**Any letter regarding credit facility to be issued at the request of the borrower /customer/ supplier -** letters that are issued for the supplier about the approval of the credit facility for the transfer of ownership to the borrower and the like.

**Credit Processing Fees:** - is a fee charged to a potential borrower for processing an application for a loan. Loan application fees can be required for all types of loans and are intended to pay for the costs of the process of loan approval. The loan processing fee is an up-front, nonrefundable charge that borrowers are required to pay when they submit a loan application.

**Renewal of facility due over one month from expiry date:** - A fee that will be collected on facilities that are expired over a month and application for renewal is not submitted within a month after expiry.

**Any Amendment to the Collateral -** Amendment Requested by customer on the collateral held like expansion, amendment of LHC etc.



## 5. Commission on Local Letter of Guarantees

| No. | Letter of Guarantee Type    | Collateral/ Security Type  | Guarantee Period | Commission on Guarantee |
|-----|-----------------------------|--|------------------|-------------------------|
| 1   | Bid Bond                    | Cash   | 90 Days          | 0.25                    |
|     | Performance Bond            |  |                  | 0.5                     |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 2   | Bid Bond                    | Foreign Bank Guarantee, Cash Equivalent, Financial guarantee, share certificate & other acceptable financial instruments and Amount of Letter of Guarantee is up to Birr 5,000,000 | 90 Days          | 0.25                    |
|     | Performance Bond            |  |                  | 0.5                     |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 3   | Bid Bond                    | Building and Amount of Letter of Guarantee is up to Birr 5,000,000   | 90 Days          | 0.5                     |
|     | Performance Bond            |  |                  | 0.75                    |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 4   | Bid Bond                    | Machinery, Motor, Truck and Amount of Letter of Guarantee is   | 90 Days          | 0.75                    |
|     | Performance Bond            |  |                  | 1                       |
|     | Advance Payment             |  |                  |                         |



| No. | Letter of Guarantee Type    | Collateral/ Security Type  | Guarantee Period | Commission on Guarantee |
|-----|-----------------------------|--|------------------|-------------------------|
|     | Guarantee                   | up to Birr 5,000,000   |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 5   | Bid Bond                    | Clean and Amount of Letter of Guarantee is up to Birr 5,000,000                  | 90 Days          | 1                       |
|     | Performance Bond            |  |                  | 1.25                    |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 6   | Bid Bond                    | Clean and Amount of Letter of Guarantee is between Birr 5,000,001 to 10,000,000  | 90 Days          | 0.75%                   |
|     | Performance Bond            |  |                  |                         |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 7   | Bid Bond                    | Clean and Amount of Letter of Guarantee is between Birr 10,000,001 to 50,000,000 | 90 Days          | 0.5%                    |
|     | Performance Bond            |  |                  |                         |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |



| No. | Letter of Guarantee Type    | Collateral/ Security Type  | Guarantee Period | Commission on Guarantee |
|-----|-----------------------------|--|------------------|-------------------------|
| 8   | Bid Bond                    | Clean and Amount of Letter of Guarantee is between Birr 50,000,001 to 75,000,000 | 90 Days          | 0.45%                   |
|     | Performance Bond            |  |                  |                         |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
| 9   | Bid Bond                    | Clean and Amount of Letter of Guarantee is above Birr 75,000,001                 | 90 Days          | 0.25%                   |
|     | Performance Bond            |  |                  |                         |
|     | Advance Payment Guarantee   |  |                  |                         |
|     | Retention Guarantee         |  |                  |                         |
|     | Supplier's Credit Guarantee |  |                  |                         |
|     | Others                      |  |                  |                         |
|     | Others                      |  |                  |                         |

### 2.1.1 Governing Rules

- Whenever presented collateral involves various mix, the corresponding rate of commission assigned for each collateral type, shall be applied.
- Whenever negotiating rate of commission, either upward or downward, appears to be necessary, from the Bank's benefit point of view, a credit approving committee may do so, on letter of guarantees that fall within its discretionary lending limit.



- iii. All commission income shall be collected before issuance of the letter of guarantee. However, for acceptable reasons, a given credit approving committee may approve issuance of letter of guarantee before collection of commission income. In such case, interest (as per the Bank's term and tariff) shall be calculated on the amount of commission based on the number of days taken for settlement.
- iv. Waiver of commission may be applicable, for customers; with projects financed by World Bank, International Monetary Fund, African Development Bank, etc. and/or that involve good sum of foreign exchange and local currency inflow to the Bank.
- v. Building collateral estimation, for letter of guarantee requests of urgent nature, shall be carried out by managers of respective branches, in consultation with Engineering and Valuation Service Department, provided proper documentation requirement is fulfilled, picture of the building is attached and branch managers' signature is put on estimation reports and pictures of the building. However, subsequent Bank's engineer scheduled visit to the place shall consider inspection of these collateral and official reports that replace estimation reports of the branch manager ought to be produced.
- vi. Quarterly minimum commission amount shall not be below the calculated rate of commission or Birr 250, whichever is higher.



## 6. Estimation & Inspection Fee

| SN | Type of Property  | Tariff  |                    |
|----|---|---|--------------------|
|    |   | G+0   | G+n                |
| 1  | Residential Building / apartment unit / Condominium               | 700   | 700 + 150 / Floor  |
| 2  | Commercial, Mixed use, Real-estate Apartment Full Block Buildings | 1,000   | 1,000+150 / floor  |
| 3  | Factories, Stores, Warehouses                                     | 1,000   | 1,000+ 200 / Floor |
| 4  | Staff Housing Loan  | 250   | 250 + 100 / floor  |
| 5  | Coffee hulling and washing site / site                            | 1,500   |                    |
| 6  | Fuel Station / tanker   | 900per tanker + (building estimation fee as per one of the above rate depending on the type of building)        |                    |
| 7  | Flower Farm   | 1,500 per greenhouse + (building estimation fee as per one of the above rate depending on the type of building) |                    |

NB: -

1. For Re-estimation the above tariff will be applicable.



## 7. International Banking Service

|            | Term & Tariff Line   | Charges            |
|------------|--|--------------------|
| <b>1</b>   | <b>Outgoing Transfers – TT and Draft</b>   |                    |
| <b>1.1</b> | <b>Against LCY a/c</b>   |                    |
|            | Exchange Commission  | 1.5 % min.br.1     |
|            | Service Charge - Visible   | 6 % min.br. 500    |
|            | Service Charge - Invisible (Payments for Salary & Education                          | 6 % min.br. 500    |
|            | Service Charge - Invisible (others)  | 7.5% min.br. 500   |
|            | SWIFT Charge   | Br. 700            |
|            | Sundries Visible (Photocopy, Import permit application & Misc.)                      | Br. 200            |
|            | Cancellation of Draft (refund)   | Br.150             |
|            | Replacement of Draft   | Br. 150            |
|            | S/charge on Freight payment  | 6 % min.Br. 500    |
|            | S/charge on fund retransfer  | 1 % min.br. 500    |
|            | S/charge on Special Payments Approved by NBE (Dividend, ... )                        | 8.5 % min br. 2000 |
| <b>1.2</b> | <b>Staff members</b>   |                    |
|            | Exchange Commission  | 1.5 % min.Br. 1    |
|            | Service Charge   | Free               |
|            | SWIFT Charge   | Br. 700            |
| <b>1.3</b> | <b>Against FCY accounts</b>  |                    |
|            | Exchange Commission  | Free               |
|            | Service Charge - Invisible (If they Transfer 30% of TT Value to their Local Account) | 1 % min.br. 500    |
|            | Service Charge - Invisible (If they utilize 100% of TT Value)                        | 3 % min.br. 500    |
|            | Service Charge - Visible (If they Transfer 30% of TT Value to their Local Account)   | 1.5 % min.br. 500  |
|            | Service Charge - Visible (If they utilize 100% of TT Value)                          | 3.5 % min.br. 500  |
|            | SWIFT Charge   | Br. 700            |
|            | Sundries Visible (Photocopy, Import permit application & Misc.)                      | Br. 200            |
|            | S/charge on Freight payment  | 1 % min.Br. 500    |
|            | S/charge on Freight payment - ESL  | 4 % min.Br. 500    |
|            | S/charge on fund retransfer  | 0.5 % min.br. 500  |
|            | S/charge on Special Payments Approved by NBE (Dividend, ... )                        | 2.5 % min br. 2000 |



|                |  |                                       |
|----------------|--|---------------------------------------|
| <b>2</b>       | <b>Trade Services Charges</b>  |                                       |
| <b>2.1</b>     | <b>Letter of Credit (LC)</b>   |                                       |
| <b>2.1.1</b>   | <b>LC against LCY account</b>  |                                       |
| <b>2.1.1.1</b> | <b>Import LC Opening</b>   |                                       |
|                | Exchange Commission  | 1.5 % min.br.1.00                     |
|                | Service Charge   | 4.25% min.br.1,000                    |
|                | Opening Commission   | 4.25% min.br.1,000                    |
|                | Confirmation Commission per 90 days  | 2.5 % min.br.1,000                    |
|                | Sundries (Photocopy, Import permit application & Misc.)  | Br. 200                               |
|                | SWIFT Charge LC Opening  | Br. 700                               |
| <b>2.1.1.2</b> | <b>Extension Commission</b>  |                                       |
|                | Service Charge   | 4.25 % min Br. 1,000                  |
|                | LC Extension Commission <i>(Previous extended days shall be considered in calculating extension day)</i> | 1.25 % up to 1 week                   |
|                |  | 1.75 % up to 1 month                  |
|                |  | 3.25 % up to 3 month and              |
|                |  | 4.0 % more than 3 months min.Br. 1000 |
| <b>2.1.1.4</b> | <b>Amendment Commission</b>  |                                       |
|                | Commission per amendment   | USD 50                                |
|                | SWIFT Charge per amendment   | Br. 700                               |
| <b>2.1.1.5</b> | <b>Excess Drawings or Increase of LC value</b>   |                                       |
|                | Exchange Commission  | 1.5% min.br.1.00                      |
|                | Opening Commission   | 4.25% min.br.1,000                    |
|                | Service Charge   | 4.25% min.br.1,000                    |
|                | Confirmation Commission per 90 days  | 2.5 % min.br.1,000                    |
|                | Sundries (Photocopy, Import permit application & Misc.)  | Br. 200                               |
| <b>2.1.1.6</b> | <b>Discrepancy fee</b>   |                                       |
|                | Discrepancy  | USD 100                               |
|                | Swift  | USD 20                                |
|                | Discrepancy  | Euro 75                               |
|                | Swift  | Euro 15                               |
| <b>2.1.2</b>   | <b>Delivery order Charge</b>   |                                       |
|                | Commission   | Br. 1,000                             |



|                |   |                     |
|----------------|---|---------------------|
| <b>2.1.3</b>   | <b>LC Opening against FCY account</b>   |                     |
| <b>2.1.3.1</b> | <b>Import LC Opening</b>  |                     |
|                | Exchange Commission   | Free                |
|                | Service Charge (If they Transfer 30% of LC Value to their Local Account)  | 1.5 % min.br.1,000  |
|                | Service Charge (If they utilize 100% of LC Value)   | 3.5 % min.br.1,000  |
|                | Opening Commission  | Free                |
|                | Confirmation Commission   | 1.5% min.br.1,000   |
|                | Sundries (Photocopy, Import permit application & Misc.)   | Br. 200             |
|                | SWIFT Charge LC Opening   | Br. 700             |
|                | S/charge on Special Payments Approved by NBE (Dividend, Suppliers Credit. . ....) (If they Transfer 30% of LC Value to their Local Account) | 5.5 % min br. 2000  |
|                | S/charge on Special Payments Approved by NBE (Dividend, Suppliers Credit. . ....) (If they utilize 100% of LC Value)                        | 7 % min br. 2000    |
|                | Additional Service Charge on Unpaid Margin when LC opened at margin   | 3%                  |
| <b>2.1.3.2</b> | <b>Extension Commission</b>   |                     |
|                | S/charge If more than 15 days   | 1 % min. br.100     |
|                | S/charge If 15 days and less than   | Br. 550             |
| <b>2.1.3.3</b> | <b>Amendment Commission</b>   |                     |
|                | Commission per amendment  | USD 50              |
|                | SWIFT Charge per amendment  | Br. 700             |
| <b>2.1.3.4</b> | <b>Excess Drawings or Increase of LC value</b>  |                     |
|                | Exchange Commission   | Free                |
|                | Opening Commission  | Free                |
|                | Service Charge (If they Transfer 30% of LC Value to their Local Account)  | 1.5 % min.br. 1,000 |
|                | Service Charge (If they utilize 100% of LC Value)   | 3.5 % min.br. 1,000 |
|                | Confirmation Commission   | 1.5 % min.Br. 1,000 |
|                | Sundries (Photocopy, Import permit application & Misc.)   | Br. 200             |
| <b>2.1.3.5</b> | <b>Discrepancy fee</b>  |                     |
|                | Discrepancy   | USD 100             |
|                | Swift   | USD 20              |
|                | Discrepancy   | Euro 75             |



|                |  |  |
|----------------|--|--|
|                | Swift  | Euro 15                                |
| <b>2.1.3.6</b> | <b>Delivery order Charge</b>   |  |
|                | Commission   | Br. 1,000                              |
| <b>2.2</b>     | <b>Documentary Collection</b>  |  |
| <b>2.2.1</b>   | <b>CAD against LCY account</b>   |  |
|                | Exchange Commission  | 1.5% min.br 1                          |
|                | PO Issuance Commission   | 4.25% min.br.1,000                     |
|                | Service Charge   | 4.25% min.br.1,000                     |
|                | Service Charge - Extension   | 4.25 % min Br. 1,000                   |
|                | PO Extension Commission ( <i>Previous extended days shall be considered in calculating extension day</i> ) | 1.25 % up to 1 week                    |
|                |  | 1.75 % up to 1 month                   |
|                |  | 3.25 % up to 3 month and               |
|                |  | 4.0 % more than 3 months min.Br. 1,000 |
|                | Sundries (Photocopy, Import permit application & Misc.)  | Br. 200                                |
|                | SWIFT Charge   | Br. 700                                |
|                | Amendment Commission on Increase of PO value   | 2 % min.Br. 1,000                      |
|                | Amendment Charge on partial shipment (Except Oil companies, exporters, share companies and PLCs)           | 1.75 % min.br. 1,000                   |
|                | Amendment Commission on Suppliers Charge on PO   | 2% min. Br 500                         |
| <b>2.2.2</b>   | <b>Documentary Collection (CAD) Charges against FCY account</b>  |  |
|                | Exchange Commission  | Free                                   |
|                | PO Issuance Commission   | Free                                   |
|                | Service Charge (If they Transfer 30% of PO Value to their Local Account)                                   | 1.5 % min.br. 1,000                    |
|                | Service Charge (If they utilize 100% of PO Value)  | 3.5 % min.br. 1,000                    |
|                | PO Extension Commission  | 3.50%                                  |
|                | Amendment Commission on Increase of PO value (If they Transfer 30% of PO Value to their Local Account)     | 1.5 % min.br. 500                      |
|                | Amendment Commission on Increase of PO value (If they utilize 100% of PO Value)                            | 3.5 % min.br. 500                      |
|                | Sundries (Photocopy, Import permit application & Misc.)  | Br. 200                                |
|                | SWIFT Charge   | Br. 700                                |



|              |  |   |
|--------------|--|---|
|              | Penalty Charge on Increase of PO value   | Free  |
|              | Amendment Commission on partial shipment.  | Free  |
|              | S/charge on Special Payments Approved by NBE (Dividend, Suppliers Credit. . ....) (If they Transfer 30% of PO Value to their Local Account)    | 5.5 % min br. 2000  |
|              | S/charge on Special Payments Approved by NBE (Dividend, Suppliers Credit. . ....) - If they utilize 100% of PO Value                           | 7 % min br. 2000  |
| <b>3</b>     | <b>Small item Export</b>   |   |
|              | S/charge   | 1 % min br. 500   |
| <b>4</b>     | <b>Shipping Document Return</b>  |   |
|              | Courier / Postage  | Actual Cost + Br. 500   |
| <b>5</b>     | <b>Export</b>  |   |
|              | Courier / Postage  | Actual Cost incurred  |
|              | Authenticated Swift to other Banks   | Br. 1000  |
| <b>6</b>     | <b>Foreign Letter of Guarantee</b>   |   |
| <b>6.1</b>   | <b>TYPE A – BB, PB or Adv. Pyt Foreign bank guarantee issued at the request of correspondent bank abroad with their counter guarantee</b>      |   |
|              | Up to USD 200, 000   | 1.0 % min.br. 500   |
|              | USD 200, 001 – USD 400,000   | 0.75 % min.br. 500  |
|              | USD 400, 001 – USD 600,000   | 0.50 % min.br. 500  |
|              | USD 600, 001 and above   | 0.25 % min.br. 500  |
| <b>6.1.1</b> | <b>Amendment charge</b>  |   |
|              | Increase in amount of guarantee opened/confirmed by us   | Br. 550   |
| <b>6.1.2</b> | <b>Extension of Guarantee</b>  |   |
|              | Opened/confirmed by us   | Free  |
|              | other terms of guarantee   | Br 1000   |
| <b>6.2</b>   | <b>Type B - BB, PB or Adv. Payment Incoming foreign bank guarantee issued by correspondent banks passed by us with our authentication only</b> |   |
|              | Authentication Charge  | Br. 1000  |
| <b>6.3</b>   | <b>Type C - Indirect foreign Bid Bond or PB at the request of local Agent</b>  |   |
|              | Against 130% cash deposit  | 0.25 % a min. of Birr 1,500.00 for three months or part thereof |



|          |                                       |  |
|----------|---------------------------------------|--|
|          | With credit facility                  | 0.5 % a min. of Birr 1,500.00 for three months or part thereof |
| <b>7</b> | <b>FOREX Cash Sale</b>                |  |
|          | Service Charge                        | 6 % min. br. 200   |
|          | Service Charge - Staff Members        | Free   |
|          | Service Charge – FCY a/c holders      | Free   |
| <b>8</b> | <b>Inland Freight Payment to ESL</b>  |  |
|          | Service Charge                        | 0.5 % min. br. 500   |
| <b>9</b> | <b>Duplicate Document and Advices</b> |  |
|          | Photo copy Charge (Less than 1year)   | 5 birr per page  |
|          | Photo copy Charge (More than 1year)   | 20 birr per page   |

### NB

The under listed discount will be given for customers' who bring foreign currency which is, directly credited to their LCY account or transferred from their FCY account to their LCY account and get an approval as per NBE FCY allocation directives

♣ 50 % discount will be given for those customers' who bring 100% of FCY approved

♣ 30 % discount will be given for those customers' who bring 75% of FCY approved

♣ 15 % discount will be given for those customers' who bring 50% of FCY approved

For transactions processed against FCY account; Freight payment is only paid from local currency account if the invoice value is more than the freight value.

Charges collected from import financing transactions against FCY accounts shall be calculated using prevailing buying exchange rate, if the charge is collected from FCY account and shall be calculated using prevailing selling exchange rate if the charge is collected from LCY account.

For transactions processed against FCY account; if the charge is collected from LCY account we apply prevailing selling rate



## 8. Share & Related Issues Fees

| Service  | Fee                     |
|--|-------------------------|
| Blocking of Berhan Share to be held as collateral with other Entities          | 750.00                  |
| Unblocking of Berhan Share held as collateral with other Entities              | -                       |
| Share Transfer Fee _ Flat  | 0.25%<br>Minimum 500.00 |
| Authentication fee at Document Authentication and Registration Office & Courts | 50.00                   |
| Confirmation Letter  | 50.00                   |
| Duplicate Share Certificate Printing Fee                                       | 50.00                   |

