

Mercantile Bank Limited

Research & Planning Division
Head Office, Dhaka

Schedule of Charges for General Banking and Credit Operation

As per BRPD Circular No # 11, Dated June 10, 2021

Type of Services		Charge/Commission
1.1	Account Opening Deposit	
	1.1 (i) CD Account	Initial Deposit BDT 1,000 (Exception is applicable for Specially Privileged Account ¹)
	1.1 (ii) Savings Account	Initial Deposit BDT 500 (Exception is applicable for Specially Privileged Account ¹)
1.2	Account Maintenance Fee	
	1.2 (i) Current Account	BDT 300 (half yearly basis on each account)
	1.2 (ii) SND Account	BDT 500 (half yearly basis on each account)
	1.2 (iii) Savings Account (half yearly basis on each account)	
	Average Balance Up to BDT 10,000	Nil
	Average Balance Above BDT 10,000 to BDT 25,000	BDT 100
	Average Balance Above BDT 25,000 to BDT 200,000	BDT 200
	Average Balance Above BDT 200,000 to BDT 10,00,000	BDT 250
	Average Balance Above BDT 10,00,000	BDT 300
	(No maintenance fee for specially privileged account including staff account)	
	1.2 (iv) MBL Prabasi Sanchaya Hishab	NIL
	1.2 (v) All Loan Accounts	NIL
1.3	Account Transfer Charge	
	CD/SND Account/ Savings Account/ Accounts under Schemes	Within District BDT 50 and outside District BDT 100
1.4	Activation of Dormant Account	
	1.4 (i) Savings Account	No Charge
	1.4 (ii) CD/SND Account	BDT 500
1.5	Account Closing/ Premature Encashment Fee	
	1.5 (i) CD/ SND Account	BDT 300 (Free for Specially Privileged Account)
	1.5 (ii) Savings Account	BDT 200 (Free for Specially Privileged Account)
	1.5 (iii) All Schemes and FDRs	Free
1.6	Issuance of Cheque Book	
	1.6 a. Issuance of MICR Cheque Book	
	1.6 a (i) CD/ SND Account	BDT 10 per leaf
	1.6 a (ii) Savings Account	BDT 5 per leaf
	1.6 a (iii) Issue of new Cheque Book in case of lost one	No Service Charge but cheque book Issue charge Applicable
	1.6 b. Issuance of Bangladesh Bank Cheque	
	1.6 b (i) Issuance of Bangladesh Bank Cheque (on request of the Customers)	BDT 1,000 per instance

1.7 Remittance (Inland)			
1.7	1.7 (i)	Issue of DD/TT/MT	
		(i) Upto BDT 1000	BDT 20
		(ii) From BDT 1001 to BDT 1,00,000	BDT 50
		(iii) From BDT 1,00,001 to BDT 5,00,000	BDT 100
		(iv) From BDT 5,00,001 to BDT 10,00,000	BDT 200
		(v) Above BDT 10,00,000	BDT 300
		Telephone Charges for TT	BDT 50
	1.7 (ii)	Cancellation of DD/TT/MT	BDT 50
	1.7 (iii)	Issue of Payment Order (PO)²	
		i) Upto BDT 1,000	BDT 20
		ii) From BDT 1,001 to BDT 1,00,000	BDT 50
		iii) Above BDT 1,00,000	BDT 100
		Payment Order for e-tender (e-GP Payment Order)	Free
		Issuance of Payment Order through online transfer from other Branch	BDT 150
Issue of Duplicate Payment Order			
	Up to BDT 500	Free	
	Above BDT 500	BDT 300	
1.7 (iv)	Cancellation of PO	BDT 50	
1.8 Fee/Charge for Miscellaneous Services			
1.8	1.8 (i)	Balance Confirmation Certificate & Account Statement (Half Yearly & Yearly)	Free
		Balance Confirmation Certificate (More than 2 times a year)	BDT 100 per certificate
	1.8 (ii)	Solvency Certificate	BDT 200 per instance
	1.8 (iii)	Beneficiary Owner's Certificate	BDT 100 per instance
	1.8 (iv)	Stop Payment Instruction	Per Instruction BDT 100
		Stop Payment Instruction withdrawn	BDT 50 per instruction
	1.8 (v)	Incidental Charges of Current/ SND/ Savings/ Loan Account	NIL
	1.8 (vi)	Minimum Balance Fee	NIL
	1.8 (vii)	Ledger Fee/ Counter Transaction Fee	NIL
	1.8 (viii)	Issue of Certificate to customers (all accounts including Scheme accounts)	BDT 500
	1.8 (ix)	Issuance of verification of Certificate (Related to Foreign Embassy & other foreign issue)	Less than BDT 1 Crore : BDT 1,000
			BDT 1 Crore & Above : BDT 2,000
1.8 (x)	Issue of Account Statement ³	BDT 50 per page for current year And BDT 75 per page for each of past year	
1.8 (xi)	SMS Alert Service (if applicable)	CD/SND Account : BDT 200 (half yearly basis)	
		Savings Account : BDT 150 (half yearly basis)	
		Only Cheque Bearing Loan Account (except CMSME): BDT 200 (half yearly basis)	
1.8 (xii)	Editing/ Changing Contact number of the A/C holder	NIL	

1.8 (xiii)	Lien Mark & Security Encashment	
	Other Bank's Instruments kept lien with our Bank	BDT 250
	Our Bank's Instruments kept lien with other Bank	BDT 250
	Encashment of other Bank's Instruments kept lien with our Bank	BDT 500
1.9 Collection		
1.9 (i)	Collection of Local Cheque/Bill/Draft	
	i) Where there is a Clearing House	Free
	ii) Where there is no clearing house	At actual cost plus BDT 100
1.9 (ii)	Cheque Dishonored or returned from Clearing House	BDT 50
1.9 (iii)	Bounced Cheque drawn on us (cash or transfer) [if Customer wants any Certification against this]	BDT 300 (flat) per instance from the account of the Drawer of cheque
1.9 (iv)	Collection of Outstation Cheques/Bills/Drafts (Clean/Documentary including IBPs) (will not be applicable for institutional account)	
	i) Upto BDT 25,000	Commission
	ii) From BDT 25,001 to BDT 1 lac	
	iii) From BDT 1,00,001 to BDT 5 lac	
	iv) Above BDT 5 lac	
		0.20%, but minimum BDT 50
		0.20%, but minimum BDT 100
		0.15%, but minimum BDT 200
		0.10%, but minimum BDT 750 to BDT 5,000
1.9 (v)	BACH (Regular Value / High Value)	
	regular value Cheque Less than BDT 50,000	Free
	regular value Cheque BDT 50,000 but less than BDT 5,00,000	BDT 10
	regular value Cheque BDT 5,00,000 and above	BDT 25
	high Value Cheque BDT 5,00,000 and above	BDT 60
1.9 (vi)	Postage (Registered/Courier)	At actual
1.10 Issuance of Duplicate Instruments		
1.10 (i)	Issuance of Duplicate Instruments (except PO)	
	Up to BDT 10 Lac	BDT 1,000
	Above BDT 10 Lac & Above	BDT 1,500
1.10 (ii)	Issuance of Duplicate Instruments against 'Sanchoy Patra' and 'Bond'	BDT 500
1.11 Issuance of Guarantee and e-GP System		
1.11 (i)	Issuance of Guarantee	i) If the tenor of the Guarantee is one quarter (90 days) or below one quarter; Commission to be realized at best @ 0.50% on 90 days (one quarter). For subsequent quarter; Commission to be realized at best @ 0.50% on actual utilization period. ⁴ (Minimum BDT 1000 per quarter)
		ii) Lump sum BDT 300 in case of 100% cash margin
		iii) Service charge of BDT 1,000 per instance
1.11 (ii)	e-GP	BDT 300 per instance for any type of e-GP services
1.11 (iii)	Issuance of Duplicate Guarantee (local) (subject to complying all formalities)	BDT 2,000 plus Stamp cost at actual
1.12 Standing Instruction		
1.12 (i)	Standing Instruction	i) BDT 150 for execution of each instruction (except loan A/C)
		ii) No Standing Instruction charge for transfer of balance from any deposit account to Scheme Account(s) and Vice Versa
1.13 Locker Service		
1.13 (i)	Annual Rent (360 Days)	
	i) Small	BDT 3,000 (for employee BDT 1,500)
	ii) Medium	BDT 4,500 (for employee BDT 2,250)

	iii) Large	BDT 5,500 (for employee BDT 2,750)
	Security Deposit (Refundable)	
	i) Small	BDT 3,000
	ii) Medium	BDT 4,500
	iii) Large	BDT 5,500
	Replacement of Key (Lost/Damage)	BDT 5,000
	Closing Charge	NIL

1.14 Charges for Credit Operation		
1.14 (i)	Loan Processing Fee	
	Upto BDT 50.00 Lac	0. 50 percent or not more than BDT 15,000
	Above BDT 50.00 Lac	0. 30 percent or not more than BDT 20,000
	SOD against Schemes/ FDR/ Share/ all other Financial Securities	NIL
1.14 (ii)	Loan Application Fee	
	Loan Application Fee	Nil
1.14 (iii)	Reschedule Fee/ Restructure Fee	
	CMSME and Agriculture Loan	NIL
1.14 (iv)	Documentation Fee	At actual
	CIB Charge	
	Stamp Charge	
	Legal and Valuation Fee	
1.14 (v)	All types of Loan including Export Loan	
	Service Charge	NIL
	Loan Management Fee	
	Monitoring/ Supervising Charge	
	Risk Premium	
	Other Charge except Interest/Profit	
Others (not specified above)	At Actual	
1.14 (vi)	Early Settlement Fee	
	For Instalment Loans (except Cottage, Micro, Demand Loans & Staff Loans)	0.50% on outstanding amount
1.14 (vii)	For Cottage, Micro, Small Loans and Demand Loans	NIL
	SOD-Earnest Money Financing Scheme' under e-Tendering	
	Registration/Renewal Fees	BDT 300 (yearly basis)
	Document Fees	At actual
	Tender/Proposal Security/Upload	BDT 25
	Performance Security	BDT 200
1.14 (viii)	Syndication Loan/Structured Finance	
	Arranger Fee (Specific)	0.25% - 1.00% of Arranged Amount
	Underwriting Fee (Specific)	0.25% - 1.00% of Underwriting Amount

		Agency Fee_Facility (Annually)	0.05% - 0.50% of Outstanding Amount
		Agency Fee_Security (Annually)	0.05% - 0.50% of Outstanding Amount
		Participation Fee	As per arrangement of Lead Bank/Arranger
	1.14 (ix)	Commitment Fee (on Undrawn Amount)	NIL
1.15	On-line Charges		
	1.15a On-line Charges		
	1.15a (i)	Inter/Intra City (per instance) for Deposits/ withdrawal / Account to Account transfer	NIL
	1.15a (ii)	Current, SND and Cheque Bearing Loan Account (Based on Half Yearly total amount of online transactions)	
		BDT 0 to BDT 10 lac	BDT 200
		Above BDT 10 lac to BDT 1 Cr	BDT 500
		Above BDT 1 Cr to BDT 5 Cr	BDT 2,000
		Above BDT 5 Cr	BDT 5,000
		Savings Account (Based on total amount of online transactions)	
		BDT 0 to BDT 2 lac	BDT 100
		Above BDT 2 Lac to BDT 10 lac	BDT 150
		Above BDT 10 lac to BDT 1 Cr	BDT 500
		Above BDT 1 Cr to BDT 5 Cr	BDT 1,000
	Above BDT 5 Cr	BDT 2,000	
		School Banking, Financial Inclusions & Agriculture Loan Accounts	NIL
	1.15a (iii)	Collection of other Branch cheques through clearing house	NIL
	1.15b BD-RTGS Charges		
	1.15b	BD-RTGS transaction	No Fee/Charge is applicable on Govt Entity involved transaction all other things remaining unchanged.

➤ **VAT is applicable as per Government rules on realized Commission, Fee & Charges.**

¹ Specially Privileged Accounts include Farmer, Freedom Fighter, Miserable People, Cleaning worker of Dhaka North and South City Corporation, Street Children, Working children and Teenagers, Beneficiary of National Service Program, Garments worker, worker of Shoes and Leather product Industries (Small) and School Banking Account Holder, Accounts of 10/-, 50/- and 100/- and any others which are instructed by Bangladesh Bank as Special Privileged Account time to time.

² Bank will charge commission of BDT10 (Ten) only for issuing Demand Draft/Payment Order (not exceeding BDT 1,000) in connection with application by the students/unemployed youth for employment.

³ Issue of account statements:

Current and SND Account : 1 (One copy of A/C Statement/ week) : Free

Savings Account and Scheme Deposit Account : 2 (Two copies of A/C Statement/ year) : Free

⁴ Commission will be realized on the basis of Banker-Customer relationship which will be approved by management of the bank. Branch shall have to realize the upper band of the commission/charge when guarantee is given under the delegation power of Head of Branch.

Note: The Managing Director and CEO will have the discretion to change (enhance/reduce/waive) the charge/commission according to Banker-Customer relationship. In absence of MD &CEO, concerned AMD/DMD will enjoy the same discretionary power subject to post facto approval from Managing Direction & CEO.