

# Service and Price Guide Ghana

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Effective January 31<sup>st</sup>, 2019

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## Personal Banking

### Current Account

|                          |     |
|--------------------------|-----|
| Standard Current Account | 100 |
| Access 247               | 20  |

### Monthly Service Charge

|                          |         |
|--------------------------|---------|
| Standard Current Account | 15 Flat |
| Access 247               | Free    |

### Savings Account

|  |      |
|--|------|
| Initial Opening Balance                |      |
| Savings Plus                           | 100  |
| Initial Opening Balance                |      |
| My Dream Account                       | 200  |
| Minimum Balance                        | 100  |
| Savings account monthly service charge | Free |

*After 4 branch withdrawals, customer forfeits interest for the month*

### Debit Cards

|                               |    |
|-------------------------------|----|
| Card issuance/re-issuance fee |    |
| Visa Gold                     | 15 |
| Visa Gold (Access 247)        | 15 |

### Maintenance fee per month

|  |    |
|--|----|
| Visa Gold                              | 15 |
| Non collection of cards after 3 months | 15 |
| Lost/damaged cards                     | 15 |

### Withdrawal fee per transaction from

|  |                           |
|--|---------------------------|
| SCB ATMs   | Free                      |
| Other Bank ATMs (Domestic)                       | 5                         |
| Other Bank ATMs (International)                  | \$2, €1.6, £1.1           |
| In- Branch Cash Withdrawal of less than GHS1,000 | 5                         |
| Payments via POS terminals                       | Free                      |
| Optional Issuer Fee (OIF)                        | 4.5% of the exchange rate |
| Other Banks ( per transaction)                   | GHS 6                     |

## Personal Loans

|  |                         |
|--|-------------------------|
| Arrangement Fee<br>(Spread over loan term) |                         |
| New Loans                                  | 2.5%                    |
| Top Ups                                    | 2.0%                    |
| Early Settlement Fee                       | 0.25% (on loan balance) |

## Premium Service

### Current Account

|                                |       |
|--------------------------------|-------|
| <b>Initial Opening Balance</b> |       |
| Premium Current Account        | 1,000 |
| Diva Club Current Account      | 1,000 |

### Monthly Service Charge

|                           |         |
|---------------------------|---------|
| Premium Current Account * | 18 Flat |
| Diva Club Current Account | 18 Flat |

*\* No Monthly Service Charge for average balances above GHS 10,000*

### Savings Account

|                         |       |
|-------------------------|-------|
| Initial Opening Balance |       |
| Premium Savings Account | 1,000 |

### Minimum Relationship Balance Requirement

|  |         |
|--|---------|
| Priority Banking<br>(Total balance on all accounts held) | 150,000 |
|--|---------|

### Debit Cards

|                           |               |
|---------------------------|---------------|
| Card issuance/re-issuance |               |
| Visa Platinum             | 50            |
| Visa Infinite             | By invitation |

### Maintenance fee per month

|  |     |
|--|-----|
| Visa Platinum                          | 25  |
| Visa Infinite                          | 35  |
| Non collection of cards after 3 months | 10  |
| Lost/damaged cards - Platinum          | 50  |
| Lost/damaged cards - Infinite          | 100 |

### Withdrawal fee per transaction from

|                            |                 |
|----------------------------|-----------------|
| SCB ATMs                   | Free            |
| Other ATMs (Domestic)      | 5               |
| Other ATMs (International) | \$2, €1.6, £1.1 |
| Payments via POS terminals | Free            |
| Optional Issuer Fee (OIF)  |                 |
| Platinum                   | 4%              |
| Infinite                   | 3%              |

## Credit Card

|                          |                                    |
|--------------------------|------------------------------------|
| Annual Fee Primary (GHS) | Platinum 120.00<br>Infinite 300.00 |
| Annual Fee Supplementary |                                    |
| First 2 cards Free (GHS) | Platinum 60.00<br>Infinite 150.00  |



## Credit Card

|  |                                  |
|--|----------------------------------|
| Late payment charge (GHS)                    | Platinum 25.00<br>Infinite 25.00 |
| Over credit limit charge (GHS)               | Platinum 25.00<br>Infinite 25.00 |
| Card replacement fee (GHS)                   | Platinum 50.00<br>Infinite 50.00 |
| Cash withdrawal charge (whichever is higher) | 3% / GHS 25.00                   |

## General Banking Services

### Local Currency Cheques

#### Personal Cheque/Withdrawal book

|   |    |
|---|----|
| 50 leaflets Savings Account withdrawal book | 20 |
| 50 leaflets Current Account cheque book     | 20 |

### Clearing

|                  |         |
|------------------|---------|
| Special Clearing | 50 Flat |
| Local Clearing   | Free    |

### Returned Cheque

|                          |              |
|--------------------------|--------------|
| Insufficient funds       | 10% of value |
| Other Technical Reasons  | 12           |
| Counter Cheque           | 5            |
| Stopped Cheque           | 20 Flat      |
| Cheque/Voucher retrieval | 20           |
| Account Closure          | Free         |

### Statement Request

|                      |                 |
|----------------------|-----------------|
| Dating beyond 1 year | GHS 5 per sheet |
| Over 3 years         | GHS 5 per sheet |
| Duplicate statements | GHS 5 per sheet |
| Visa statements      | GHS 5 per sheet |

### Standing Orders

|   |      |
|---|------|
| Internal  | Free |
| External  | 5    |
| Standing order default for insufficient funds                             | 10   |
| <i>Note Instruction will be cancelled after third instance of default</i> |      |

### Money Transfer (In Country)

#### In-Branch Request

|                                   |      |
|-----------------------------------|------|
| Local Currency                    |      |
| Transfer across SCB Ghana network | Free |

## General Banking Services

Transfer to another bank

Foreign Currency  
Transfer to another bank

### Online Transaction

Local Transfer- GIP, GIS or ACH platform

### Outward TT

International(All others)- Manual

International ( All others)- Online

Correspondence bank charges

Amendment for outward transfer instruction

### Inward TT

Local Transfer

### Bank Cheque/Cashiers' Order

Purchase / Repurchase

School Fees / Exams Fees

### Salary Processing

Straight2Bank (Internet)

Automated Processing

Manual Processing

### Digital Banking Services

Online Banking (Internet)

e-Statements

SMS-Alerts

Mobile Banking

0.25% of value,  
Min 15, Max 200  
0.25% of value,  
Min USD5, GBP5,  
EUR5 and Max USD50,  
GBP50  
and EUR50

0.25% of Face Value,  
Min 8, Max 100

1.5% of value, Min  
GHS160, \$40, EUR36,  
GBP30, No Max  
0.75% of value, min  
GHS80, \$20, EUR18,  
GBP15, No Max  
Min USD30,  
GBP12, EUR20 and  
Max USD 40, GBP15  
and EUR25

100 Flat

0.5% of Face Value Min  
GHS 100, \$25, Eur20,  
GBP15 and Max  
GHS1,000, \$250 Eur  
200 and GBP 200

0.25% of value,  
Min 20, Max 50  
10 Flat

Free

Free

Free

Free

Free

Free

Free

## Foreign Currency

### Initial Opening Balance

Current Account \$500, £250, €300

### Internal Trade Account

|                           |                        |       |       |
|---------------------------|------------------------|-------|-------|
| SCB to SCB                | Free                   |       |       |
| International (All Other) | 0.5% of face value min |       |       |
|                           | GBP60,                 | \$40, | EUR40 |
| Average Credit Balance    | USD                    | EUR   | GBP   |
| <5k                       | 5                      | 5     | 5     |
| 5k - 10k                  | 15                     | 15    | 15    |
| 10k - 15k                 | 25                     | 25    | 25    |
| 25k - 50                  | 45                     | 45    | 45    |
| 50k - 100k                | 65                     | 65    | 65    |
| 100k - 200k               | 80                     | 80    | 80    |
| >200k                     | 100                    | 100   | 100   |

### Debit Cards

#### Card issuance/re-issuance

|               |                |
|---------------|----------------|
| Visa Gold     | \$5, €4, £3    |
| Visa Platinum | \$15, €12, £10 |
| Visa Infinite | By invitation  |

#### Maintenance fee per month

|               |               |
|---------------|---------------|
| Visa Gold     | \$3, €2.5, £2 |
| Visa Platinum | \$4, €3, £2.5 |
| Visa Infinite | \$6, €5, £3   |

### Foreign Cash Withdrawal

|              |  |
|--------------|--|
| FCA Accounts | 2.5% of value                              |
| FEA Accounts | Free                                       |
| FEA Accounts | 2.5% of value if funds came from off-shore |

### Foreign Deposits

|                                       |                            |
|---------------------------------------|----------------------------|
| Cash deposit into FEA account         | Free                       |
| Foreign Cheque Deposits               | 2.5% of face Value, No Max |
| Foreign Transfer from a Resident Bank | 2.5% of face Value, No Max |
| Foreign Transfer from FCA into FEA    | 2.5% of face Value, No Max |

### Clearing

|                  |                          |
|------------------|--------------------------|
| Special Clearing | \$10, EUR8, GBP 6        |
| Returned Cheques | 10% of transaction value |

### Statement Request

|                     |                               |
|---------------------|-------------------------------|
| VISA Statement      | Equivalent of GHS 5 per sheet |
| Duplicate Statement | Equivalent of GHS 5 per sheet |

## Business Banking

### Local Currency Account

|  |       |
|--|-------|
| Initial Opening Balance                |       |
| Current Account                        | 4,000 |
| International Trade Account            | 4,000 |
| Savings Account (Initial Opening Bal.) | 4,000 |
| Minimum operating balance              | 2,000 |

### Monthly Service Charge

|                   |         |
|-------------------|---------|
| GHC 50K           | GHS 60  |
| GHC50K- GHC 100K  | GHS 80  |
| GHC100K- GHC 200K | GHS 200 |
| < GHC 200K        | GHS 300 |

### Local Currency Cheques

|                        |        |
|------------------------|--------|
| 100 leaves Cheque book | GHS 40 |
|------------------------|--------|

### Clearing

|                  |        |
|------------------|--------|
| Special Clearing | GHS 60 |
| Local Clearing   | Free   |

### Returned Cheque

|   |                            |
|---|----------------------------|
| Insufficient funds                            | 10% of value or Min GHS 50 |
| Other Technical Reasons                       | GHS 10                     |
| Stopped Cheque                                | GHS 25                     |
| Cheque/ Voucher retrieval                     | GHS 30                     |
| Screen Printed/ Interim Statement (per sheet) | GHS 5                      |
| Account Closure                               | Free                       |

### Standing Orders

|  |        |
|--|--------|
| Internal   | Free   |
| External   | GHS 5  |
| Standing order default for insufficient funds                      | GHS 20 |
| Note instruction will be cancelled after third instance of default |        |

### Digital Channels

|  |        |        |
|--|--------|--------|
| Straight2Bank - Setup & Implementation |        |        |
| Set-up and Implementation              |        | Free   |
| Maintenance Fee                        |        | Free   |
| Transactional Fees                     | Manual | Online |
| Book Transfer                          | 1.0    | Free   |
| Automated Clearing House (ACH)         | 7.5    | 2.5    |
| Local Bank Cheque(LBC)                 | 3.0    | 2.0    |
| Salary Processing                      | 6      | 2.5    |
| Corporate Cheques( Bank's Forms)       |        | GHS 3  |



## Business Banking

|   |         |
|---|---------|
| Corporate Cheques<br>(Customer's Forms) | GHS 0.5 |
| Ghana Instant Pay (GIP)                 | 10      |

### Statement Request

|                       |                 |
|-----------------------|-----------------|
| Statement (per sheet) | GHS 5 per sheet |
| Duplicate Statement   | GHS 5 per sheet |
| Visa statements       | GHS 5 per sheet |
| Dating beyond 1yr     | GHS 5 per sheet |

### Confirmation/ Letter of Intent

|                                    |         |
|------------------------------------|---------|
| Introductory/ Comfort Letter       | GHS 25  |
| Auditors Confirmation / Account    | GHS 100 |
| Equity Confirmation                | GHS 200 |
| Business Registration Confirmation | GHS 200 |

### Pick Up/Delivery Services

|                                   |  |
|-----------------------------------|--|
| Cash/ Cheque Pick up( intra city) | "GHS 50 per pick<br>weekday,<br>GHS55 per pick<br>weekend /holiday.<br>Inter city charge to be<br>negotiated." |
|-----------------------------------|--|

### International Trade Accounts

|                              |   |
|------------------------------|---|
| Outward Telegraphic Transfer |   |
| International ( All Other)   | 0.5% of face value, min<br>GHS160, \$40, GBP30,<br>Eur 36, No Max |

### Local Currency Accounts

|   |  |
|---|--|
| Outward Telegraphic Transfer                  |  |
| International(All others)- Manual             | 0.75% of value, Min<br>GHC160, \$40, Eur36,<br>GBP30, No Max |
| International ( All others)- Online           | 0.5% of value, min<br>GHC80, \$20, EUR18,<br>GBP15, No Max   |
| Amendment for outward transfer<br>instruction | 100 Flat   |
| Local Transfer (GIS)                          | 0.25% of Face Value,<br>Min 8, Max 40                        |
| Inward TT                                     | Free   |

### Trade

#### Letters of Credit

##### Import LCs

|   |  |
|---|--|
| "Establishment - Issuance<br>Commission for Sight/Usance LCs" | 1.0% pq(sight) and<br>1.5%pq(usance)or<br>part thereof +SWIFT<br>+ Courier cost( to be<br>taken upfront) |
| Swift Charges   | GHS 150  |
| Courier Cost per parcel                                       | As per DHL Tarrif  |

## Business Banking

|   |   |
|---|---|
| Discrepancy Fee                                 | USD 150   |
| Drawing under LC (Presentation)<br>Confirmation | 0.5% of Value<br>0.5% per quarter, Min<br>600 to be taken upfront |

|  |   |
|--|---|
| Amendment Commission<br>(Extension/Increase in amount) | As per issuance<br>commission on the<br>enhanced (extension or<br>increase in amount) +<br>SWIFT, taken upfront |
| General Amenments                                      | GHS 200+ Swift  |

### Export LCs

|  |                                     |
|--|-------------------------------------|
| Advising Commission<br>(Client / Non Client) | GHS 150                             |
| Amendment (Client / Non Client)              | GHS 150                             |
| Negotiating Commission Under LC              | 0.5% per quarter ,<br>taken upfront |
| Presentation under LC                        | 0.5% per quarter ,<br>taken upfront |
| Courier Cost per parcel                      | As per DHL Tarrif                   |

|                |  |
|----------------|--|
| Confirmation   | 0.75% per quarter , Min<br>600 to be taken upfront |
| Transfer of LC | 0.5% of the LC value +<br>SWIFT charge             |
| Discounts      | 1 month Libor + 10%<br>per annum                   |

### Bills for Collection

|   |   |
|---|---|
| Import Bills                            |   |
| Acceptance Commission / Handling<br>Fee | 0.25% of bill amount                                    |
| Payment Commission                      | 0.75% (Min GHS 200)                                     |
| Swift Charges                           | GHS 150   |
| Chaser Charges                          | GHS 100   |
| Open Account Transfer                   | 0.75% of bills amount,<br>subject to a min of<br>GHS200 |
| Export Bills                            |   |
| Issuance Handling Commission            | GHS 200   |
| Courier Charges                         | As per DHL Tarrif                                       |
| Chaser Charges                          | 100   |

### Guarantees

|   |   |
|---|---|
| Establishment / Issuance of<br>guarantee    | Commission charged<br>upfront at 1% per<br>quarter, subject to a<br>min of GHS500 |
| Amendments (Extension/Increase in<br>value) | As bove on the<br>enhanced amount<br>+SWIFT                                       |
| Other Amendment                             | GHS 200+ Swift  |

## Business Banking

Local Courier Charge

GHS 150

### Foreign Currency Accounts

#### Initial Opening Balance

|                           |                         |
|---------------------------|-------------------------|
| Current Account           | \$1,000, £1,000, €1,000 |
| Savings Account           | \$1,000, £1,000, €1,000 |
| Minimum Operating Balance | \$1,000, £1,000, €1,000 |

### Commission On Turnover- FEA & FCA

| Average Credit Balance | USD | EUR | GBP |
|------------------------|-----|-----|-----|
| <5k                    | 5   | 5   | 5   |
| 5k- 10k                | 15  | 15  | 15  |
| 10k- 25k               | 25  | 25  | 25  |
| 25k- 50k               | 45  | 45  | 45  |
| 50k- 100k              | 65  | 65  | 65  |
| 100k- 200k             | 80  | 80  | 80  |
| >200k                  | 100 | 100 | 100 |

### Telegraphic Transfers

|                          |   |
|--------------------------|---|
| Outward transfer- Manual | 1.5% of value, Min GHS160, \$40, Eur36, GBP30, No Max |
|--------------------------|---|

## Business Banking

Outward transfers- Online

0.75% of value, min GHS80, \$20, Eur18, GBP15, No Max

Amendment for outward transfer instruction

GHS 100

Inward Transfer

0.5% of face value, Min GHS100, \$25, Eur20, GBP,15 Max GHS500, \$125 Eur100, GBP80

### Foreign Deposits

Cash deposit into FEA account

Free

Cheque deposit into FEA account

2.5% of value, No Max

Foreign Transfer from a Resident Bank

2.5% of face value, No Max

Foreign Transfer from FCA into FEA

2.5% of face value, No Max

### Foreign Cash Withdrawal

FCA Accounts

2.5% of value

FEA Accounts

Free

FEA Accounts

2.5% of value if funds came from off- shore

### Statement Request

Visa Statement

GHS 5 per sheet

Duplicate Statement

GHS 5 per sheet

## Wealth Management

| Products                          | Market  | Minimum Subscription Amount  | Maximum Charge   |
|-----------------------------------|---|--|--|
| Wealth Builder                    | Secondary   | \$500 per month/quarter  | Up to 5% of monthly/quarterly contribution   |
| Mutual Funds                      | Secondary   | Initial subscription amount is \$1,000. Subsequent amount is \$1,000 | Up to 5% of investment amount. Annual Management Fee: Fund House charges client Annual Management Fee as defined in the mutual fund's prospectus and Bank receives part of the Annual Management Fee from the fund house |
| Government of Ghana (GOG) Bonds   | Secondary   | GHS 10,000   | Up to 3% spread on the clean price at subscription on cash price. No minimum charges for redemption  |
| Treasury Bills                    | Secondary   | GHS 100  | No charge  |
| Foreign Currency Bonds            | Secondary   | The Issuers Minimum Lot Size   | Up to 3% on Investment Amount for Subscription. No minimum charge for redemption   |
| Foreign Exchange (Spot & Forward) | Secondary   | \$5,000 and its equivalent for advised deals                         | Per regulatory pricing policy client rate for deal must not be more than 0.2% above interbank regulatory reference rate. **WM pricing policy will apply to profit margin on deals  |
| Insurance                         | Pricing for insurance products is set by the insurance product providers and refers to the premiums payable by policy holders |  | No fees on premiums paid by clients. Insurance product providers pays the bank commission for the distribution of its products   |



## Wealth Management

### Wealth Lending

|                         | Priority clients |  |     | Personal clients |     | Arrangement Fee |
|-------------------------|------------------|--|-----|------------------|-----|-----------------|
| Rate (GHS)              | 22%              |  | 24% |                  | 35% | 1%              |
| Rate (Foreign Currency) | 6%               |  | 6%  |                  | 10% | 1%              |
| Arrangement Fee         | 1%               |  | 1%  |                  |     |                 |

## Corporate, Commercial & Institutional Banking

### Local Currency

Initial Opening Balance

Current Account

1,000

Savings Account

3,000

### Minimum Operating Balance

Current Account

0

Savings Account

2,500

### Local Currency Current Account

Account maintenance fee per account

GHS 120 per month

### Foreign Currency Current Account

Account service fee per major currency account

USD: \$35, GBP: £25, EUR: €27

\*all other currency accounts will be charged the equivalent of USD 35

Foreign currency cash withdrawal (FCA & offshore funds from FEA)

2.5% of value

### Virtual Accounts

Per setup - one off

GHS 100

Maintenance fee – per month

GHS 35

### Statement and Reporting

Monthly online account statement

Free

Monthly paper account statement

GHS 1.5 per sheet

Monthly paper interest statement

GHS 1.5 per sheet

Daily paper statement

GHS 3 per sheet

Statement retrieval request (<6 months)

GHS 1.5 per page

Statement retrieval request (>6 months)

GHS 3 per page

SWIFT end of day reporting (MT940)

GHS 150 per account per month

SWIFT intraday reporting (MT942)

GHS 200 per month

Visa Statement

GHS 5 per sheet

## Corporate, Commercial & Institutional Banking

Duplicate Statement (Hard copy)

GHS 3 per sheet

### Payment Services

#### Mobile Money Transfers

Funds transfer from account to MTN or AirtelTigo mobile money wallet

GHS 1.50

Inward Transfer from Airtel mobile wallet to bank account

GHS 2

#### Local Currency Inter-Bank Transfer

Electronic ACH / GIS / RTGS

Instruction

GHS 2.50

Manual ACH / GIS / RTGS Instruction

GHS 7.5

Inward Direct Debit

GHS 2.50

Outgoing Ghana Instant Pay (GIP) transaction

GHS 10

Manual Salary Processing

GHS 2.50

Electronic Salary Processing

GHS 1.0

#### Book Transfers

Electronic LCY Book Transfer

No Charge

\*Electronic FCY Book Transfer

No Charge

"FEA to FCA transfers are not permitted by law"

Manual Book Transfer (LCY & FCY\*)

GHS 1.00

USD 1.00

#### Foreign Currency Transfers/OTT

Local bank fcy transfers

USD 50

Electronic Transfer

0.75% of Value, subject to a minimum of GHS 150

Manual payment request

1.5% of Value, subject to a minimum of GHS 150

Correspondent Bank charges (applicable for OUR charge options)

Approx GHS equivalent of USD 40\*

\*Actual amount dependent on fees charged by the relevant correspondent bank

#### Foreign Currency Collections / ITT

Inward Telegraphic transfer

0.1% of Value



## Corporate, Commercial & Institutional Banking

### Cheques issuance

|                                       |                   |
|---------------------------------------|-------------------|
| Local Currency Cheque book Issuance   | GHS 30            |
| Foreign Currency Cheque book Issuance | USD 15            |
| Electronic Local Bank Cheque issuance | GHS 3 per cheque  |
| Manual Local Bank Cheque issuance     | GHS 30 per cheque |

### Returned Cheques

|                          |                      |
|--------------------------|----------------------|
| Insufficient funds       | 10% of value, Min 50 |
| Other Reasons            | GHS 20               |
| Cheque/Voucher retrieval | GHS 30               |
| Stopped Cheques          | GHS 25               |

### Collections Services

#### Direct Debit Transactions

|                                      |                      |
|--------------------------------------|----------------------|
| Direct Debits (credit on value date) | GHS 2                |
| Direct Debit from SCB (Manual)       | GHS 4.5              |
| Direct Debit from SCB (Electronic)   | GHS 1.50             |
| Direct Debits Mandates Management    | GHS 0.80 per mandate |
| Direct Debit Rejects (per reject)    | GHS 1.50             |
| Direct Debit Returns (per return)    | Free                 |

### Local Currency (GHS) Cash & Cheque Deposits

|  |                      |
|--|----------------------|
| Cheque deposit                           | Free                 |
| Cash Deposit                             | Free                 |
| Stop payment request                     | GHS 20               |
| Special clearing (Local currency cheque) | GHS 25               |
| Cheque image request                     | GHS 10               |
| Cash deposit at Branch/Cash Centre       | Free                 |
| Customised Deposit book                  | Up to GHS20 per book |

### Pick Up/Delivery Services

|                                 |  |
|---------------------------------|--|
| Cash/Cheque Pickup (intra city) | GHS 60 per pick weekday; GHS 65 per pick weekend/holiday. Inter city charge to be negotiated |
| Onsite Teller                   | GHS 2000 monthly per teller  |

## Corporate, Commercial & Institutional Banking

### Channels: Straight2Bank (S2B) Web Setup and Implementation

|  |         |
|--|---------|
| S2B – Setup and implementation             | Free    |
| S2B – Monthly Maintenance fee              | Free    |
| S2B – Approver token (per device)          | Free    |
| S2B – Password resets user                 | Free    |
| S2B – Replacement of approver device       | Free    |
| S2B – Reactivation of expired user profile | Free    |
| S2B – Info Manager access fees             | Free    |
| H2H – Set up and Implementation            | GHS1500 |

### Virtual Accounts

|                             |         |
|-----------------------------|---------|
| Per setup - one off         | GHS 100 |
| Maintenance fee - per month | GHS 35  |

### Miscellaneous

#### One off charges

|                                     |          |
|-------------------------------------|----------|
| Bank Confirmation                   | Free     |
| Full Audit confirmation             | GHS 25   |
| Proof of payment (SWIFT)            | GHS 10   |
| Beneficiary advising (e-mail & Fax) | GHS 0.50 |

### Investigations

#### Inquiry > 6 months: Best effort

|                      |      |
|----------------------|------|
| Recall of funds      | Free |
| Amendment request    | Free |
| Cancellation request | Free |

#### Inquiry > 6 months

|                      |      |
|----------------------|------|
| Recall of funds      | Free |
| Amendment request    | Free |
| Cancellation request | Free |
| Non receipt of funds | Free |
| Unable to apply      | Free |

## Trade

### Letter of Credits

|   |   |
|---|---|
| Issuance Commission for Sight/ Usance LCs | 1% per quarter (sight) and 1.5% per quarter (usance) or part thereof + SWIFT + Courier cost (to be taken upfront) |
| SWIFT                                     | GHS 150   |
| Drawing under LC (Presentation)           | 0.5% of value   |
| Discrepancy Fee                           | USD 150   |



## Corporate, Commercial & Institutional Banking

|   |  |
|---|--|
| LC Confirmation                                     | Commission charged at 0.50% per quarter upfront  |
| <u>Back-to-Back Letter of Credits</u>               | 1% per quarter (sight and 1.5% per quarter (usance) or part thereof + SWIFT + Courier cost (to be taken upfront) |
| <u>Revolving Letter of Credits</u>                  | 1% per quarter (sight and 1.5% per quarter (usance) or part thereof + SWIFT + Courier cost (to be taken upfront) |
| <u>Amendments to Letter of Credits</u>              |  |
| Amendment Commission (Extension/Increase in amount) | As per issuance commission on the enhanced amount + SWIFT  |
| General Amendments                                  | GHS 200 + SWIFT  |
| <u>Documentary Import Bills for Collection</u>      |  |
| Acceptance Commission                               | 0.25% of bill amount   |
| Payment Commission                                  | 0.75% (Min 200)  |
| Swift Charges                                       | 150 flat   |
| Chaser Charges                                      | 100 flat   |
| <u>Letter of Credits</u>                            |  |
| Advice of letter of credit                          | GHS 100  |
| Advice of documentary credit (Non A/C Holders)      | GHS 100  |
| Amendment of documentary credit                     | GHS 100  |
| Amendment of documentary credit (Non A/C Holders)   | GHS 100  |
| Negotiating Commission Under LC                     | 0.5% (Min 500)+ Courier cost per parcel  |
| <u>Confirmation of Letters of Credits</u>           |  |
| Confirmation  | 0.50% per quarter, subject to a minimum of GHS 500   |
| <u>Transfer of Letter of Credits</u>                |  |
| Transfer of LCs                                     | 0.5% of the LC value+ SWIFT Charge   |

## Corporate, Commercial & Institutional Banking

|  |   |
|--|---|
| <u>Discounts</u>                           |   |
| Discounts                                  | 1 month Libor + 10% per annum   |
| <u>Export Bills for Collection</u>         |   |
| Issuance Handling Commission               | GHS 100   |
| Settlement Commission                      | 0.1% of bill amount + Courier cost  |
| Export Under Credit                        | 0.75% of bill amount + Courier cost   |
| <u>Guarantees/Bonds</u>                    |   |
| Issuance of guarantee                      | Commission charged upfront at 1% negotiated per quarter, subject to a minimum of GHS 500  |
| Amendment Extension/ Increase in Value     | As above on the enhanced amount +SWIFT  |
| Amendments (others)                        | GHS 100 + SWIFT   |
| Shipping Guarantee                         | 0.5% per quarter, subject to a minimum of GHS 250 to be taken upfront                     |
| <u>Standby Letter of Credits</u>           |   |
| Issuance Commission                        | Commission charged up front at 1% negotiated per quarter, subject to a minimum of GHS 500 |
| <u>Open Account Transfer</u>               |   |
| Settlement Commission (Payment)            | 0.75% of bill amount, subject to a minimum of GHS 200                                     |
| Corresponding bank charges                 | USD 60, EUR 55, GBP 40  |
| <u>Miscellaneous</u>                       |   |
| Per Swift message                          | GHS 150   |
| Discrepancy fee (on each set of documents) | USD 150 will be charged for each set of discrepant documents                              |
| Courier fees dependent on                  | Actual charge delivery location   |

\* GHS fees for foreign currency accounts may change  
subject to changes in FX rates

\* All fees quoted above exclude taxes

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