

**Malayan Banking Berhad Hong Kong Branch 馬來亞銀行香港分行**  
**Incorporated in Malaysia with limited liability 在馬來西亞註冊成立的有限公司**  
**TARIFF SCHEDULE (Jul 2023)**

Products/Services	Fees & Charges
<b>A) ACCOUNT SERVICES</b>	
<ul style="list-style-type: none"> <li>• Cheque Returned due to insufficient fund</li> <li>• Cheque Returned due to other reason</li> <li>• Stop Cheque Payment</li> <li>• Cancel Stop Cheque Payment Order</li> <li>• Mark Good Cheque</li> <li>• Mailing of Cheque Book by Registered Mail to Local Address</li> <li>• Mailing of Cheque Book by Registered Mail to Overseas</li> <li>• Cheque Collection</li> <li>• Courier (DHL)</li> </ul>	<p><b>HK\$150 per item</b></p> <p><b>HK\$50 per item</b></p> <p><b>HK\$100 per item</b></p> <p><b>HK\$100 per item</b></p> <p><b>HK\$200 per item</b></p> <p><b>HK\$50 per item</b></p> <p><b>HK\$80 per item</b></p> <p><b>0.25% of cheque amount, minimum HK\$150</b></p> <p><b>HK\$50 (Local) / HK\$150 (Overseas)</b></p>
<ul style="list-style-type: none"> <li>• Autopay/Direct Debit returned due to insufficient fund</li> <li>• Overdraft (without facility or exceeds it overdraft limit)</li> <li>• Dormant Account (no activity for 1 year)</li> <li>• Current Account Closed within 3 months</li> <li>• Savings Account Closed within 3 months</li> </ul>	<p><b>HK\$150 per item</b></p> <p><b>HK\$200 per item</b></p> <p><b>HK\$150 per month</b></p> <p><b>HK\$100 &amp; no interest shall be paid</b></p> <p><b>HK\$100 &amp; no interest shall be paid</b></p>
<p>Verification of Identification, witnessing of signature on Bank documents for Maybank Group</p> <ul style="list-style-type: none"> <li>• Certified true copy</li> <li>• Witnessing of client signature</li> <li>• Courier</li> </ul>	<p><b>HK\$350 per documentation</b></p> <p><b>HK\$350 per individual</b></p> <p><b>HK\$300</b></p>
<ul style="list-style-type: none"> <li>• Standing Instructions               <ul style="list-style-type: none"> <li>- per set up</li> <li>- per amendment</li> <li>- per rejected item due to insufficient fund</li> </ul> </li> </ul>	<p><b>HK\$70 per item</b></p> <p><b>HK\$70 per item</b></p> <p><b>HK\$150 per item</b></p>
<ul style="list-style-type: none"> <li>• Bank reference letter (non-credit)</li> <li>• Audit Confirmation</li> </ul>	<p><b>HK\$300 per account</b></p> <p><b>HK\$350 per customer</b></p>

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<b>A) ACCOUNT SERVICES</b>	
<ul style="list-style-type: none"> <li>• Certificate of Account Balance</li> <li>• Request of Interim Statement of Current/Savings Account</li> <li>• Photocopying of statement/cheque (send by mail/fax)</li> </ul>	<p><b>HK\$100 per item</b></p> <p><b>HK\$50 per account</b></p> <p><b>HK\$50 per month / cheque copy</b></p>
<ul style="list-style-type: none"> <li>• Company Search Fee               <ul style="list-style-type: none"> <li>- Local (within HK)</li> <li>- Overseas (off-shore)</li> </ul> </li> </ul>	<p><b>At cost plus HK\$100 administration fee</b></p> <p><b>At cost plus HK\$100 administration fee</b></p>
<ul style="list-style-type: none"> <li>• Bulk Notes Deposits               <ul style="list-style-type: none"> <li>- HK\$&gt;500 pcs or &gt;HK\$100,000 per day</li> <li>- US\$&gt;300 pcs or &gt;US\$50,000 per day</li> </ul> </li> <li>• RMB Notes Exchange</li> <li>• RMB Notes Deposit</li> </ul>	<p><b>0.25% on total amount (Min. HK\$125 or equivalent)</b></p> <p><b>0.25% on total amount (Min. HK\$125 or equivalent)</b></p> <p><b>HK\$50</b></p> <p><b>0.25% of full amount (Min. HK\$50 per transaction), only applicable to those deposit over RMB20,000</b></p>
<ul style="list-style-type: none"> <li>• Foreign Currency Bank Notes (withdrawal from/deposit into same Foreign Currency Account)</li> <li>• Foreign Currency Notes Exchange</li> </ul>	<p><b>0.25% of full amount (Min. HK\$50 per transaction)</b></p> <p><b>HK\$50</b></p>
<p>Demand Draft *#</p> <ul style="list-style-type: none"> <li>• Issuance of Demand Draft via branches</li> <li>• Issuance of Demand Draft via Maybank2E</li> <li>• Repurchase of Demand Draft</li> <li>• Report Loss of Demand Draft</li> </ul>	<p><b>HK\$100 per item</b></p> <p><b>HK\$100 per item</b></p> <p><b>HK\$200 per item</b></p> <p><b>HK\$350 per item</b></p>
<p>Cashier Order #</p> <ul style="list-style-type: none"> <li>• Issuance of Cashier's Order</li> <li>• Issuance of Cashier's Order via Maybank2E</li> <li>• Repurchase of Cashier's Order</li> <li>• Report Loss of Cashier's Order</li> </ul>	<p><b>HK\$50 per item</b></p> <p><b>HK\$50 per item</b></p> <p><b>HK\$50 per item</b></p> <p><b>HK\$350 per item</b></p>

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Products/Services	Fees & Charges
<b>B) REMITTANCE</b>	
Local Banks Transfer (RTGS/CHATS) <ul style="list-style-type: none"> <li>• Outward CHATS (RTGS) via branches</li> <li>• Outward CHATS (RTGS) via Maybank2E</li> <li>• Handling charges for return of an Inward CHATS (RTGS)</li> </ul>	HK\$200 per item HK\$200 per item HK\$200 per item
Outward Telegraphic Transfer * <ul style="list-style-type: none"> <li>• Outward Telegraphic Transfer via branches</li> <li>• Outward Telegraphic Transfer via Maybank2E</li> <li>• Outward T/T - Additional Cable/Telex</li> <li>• Outward T/T - Additional Charge for cable containing Chinese Characters</li> <li>• Outward T/T - Message over 140 characters or 28 Chinese Characters</li> <li>• Outward T/T - Amendment/Cancellation/Enquiry</li> </ul>	HK\$200 per item HK\$200 per item HK\$120 per cable/telex HK\$120 per item HK\$120 per item HK\$200 per item
Inward Telegraphic Transfer * <ul style="list-style-type: none"> <li>• Inward Telegraphic Transfer (Bank Customer)</li> <li>• Inward Telegraphic Transfer (Non-Bank Customer)</li> <li>• Handling charges for return of an Inward Telegraphic Transfer</li> </ul>	HK\$20 per item HK\$200 per item HK\$200 per item
<b>C) Maybank2E</b>	
<ul style="list-style-type: none"> <li>• Setup Fee (one-off)</li> <li>• Annual Fee</li> <li>• Token Fee</li> </ul>	HK\$ 1,500 HK\$ 1,000 Free for first 5 tokens, HK\$150 for each additional token

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Products/Services	Fees & Charges
<b>D) TRADE SERVICES</b>	
Export bills not under LC <ul style="list-style-type: none"> <li>• Non-LC bills - Handling fee</li> <li>• HKD Bill Commission (Discounting)</li> <li>• Small Bill Commission (Bill amount less than US\$10,000 or equivalent)</li> <li>• Partial settlement</li> <li>• Past Due Handling Charges (Over 1 month after due date or date of presentation)</li> <li>• Direct settlement</li> </ul>	1/8% (Min. HK\$350, see Note 2)  1/4% (Min. HK\$ 500)  HK\$300 per item  HK\$50 per payment  HK\$500 per month  HK\$350
Export bills under LC <ul style="list-style-type: none"> <li>• LC bills sent to local banks</li> <li>• LC bills - Document checking fee</li> <li>• LC Collection bills commission (non-financed)</li> <li>• HKD Bill Commission (Discounting)</li> <li>• Small Bill Commission (Bill amount less than US\$10,000 or equivalent)</li> <li>• Partial settlement</li> <li>• Past Due Handling Charges (Over 1 month after due date or date of presentation)</li> <li>• Acceptance/Deferred payment undertaking</li> <li>• Direct settlement</li> <li>• Reimbursement Fee</li> </ul>	With recourse - 1/4% (Min. HK\$350) Without recourse - 1/8% (Min. HK\$350)  HK\$350 per set (If documents contain three sets or more transport documents or L/Cs, an addition of HK\$150 per each set of transport documents or L/C will be charged).  1/8% (Min. HK\$350)  1/4% (Min. HK\$500)  HK\$300 per item  HK\$50 per payment  HK\$500 per month  HK\$350 (1/16% per month or par thereof, for validity of acceptance/deferred payment incurred)  HK\$350 per month  HK\$500 per item plus relative cable charges
Export Invoice Financing <ul style="list-style-type: none"> <li>• Clean export loan handling commission</li> </ul>	1/8% (Min. HK\$450)

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Products/Services	Fees & Charges
<b>D) TRADE SERVICES</b>	
<ul style="list-style-type: none"> <li>• HKD Bill Commission</li> <li>• Partial retirement on Invoice Financing</li> </ul>	<p>1/4% (Min. HK\$ 500)</p> <p>HK\$50 per payment</p>
<p>LC Advising</p> <ul style="list-style-type: none"> <li>• Advising of LC</li> <li>• Advising of LC Amendment</li> <li>• Loss of LC</li> </ul>	<p>First advising: HK\$350 Second advising: HK\$350</p> <p>First advising: HK\$350 Second advising: HK\$350</p> <p>Handling fee: HK\$300 Fees to HK Association of Banks for issuing circular: HK\$100 (Subject to the latest fee charged by HKAB)</p>
<p>LC Confirmation</p> <ul style="list-style-type: none"> <li>• Confirmation of LC</li> <li>• Confirmation of Credits Provided for Deferred Reimbursement</li> </ul>	<p>1/16% (Min. HK\$400)</p> <p>For deferred reimbursement, an additional charge of 1/16% per month will be levied covering the period from the expiry date of the DC to the latest date on which deferred payment may be received.</p>
<p>Transfer of LC</p> <ul style="list-style-type: none"> <li>• Simple Transfer without alteration to terms and conditions</li> <li>• Partial transfer of LC with alteration to terms and conditions</li> </ul>	<p>Transferee domiciled in HK: HK\$500 Transferee domiciled outside HK: HK\$600</p> <p>1/4% on first US\$50,000 or equivalent 1/8% on balance (for each validity period of 6 months or part thereof)</p> <p>Transferee domiciled in HK: Min. HK\$800 Transferee domiciled outside HK: Min. HK\$800</p>
<p>Amendment of Transferred LC</p> <ul style="list-style-type: none"> <li>• Increase in amount or extension of validity over 6 months</li> <li>• Other terms and conditions/extension of validity within 6 months</li> </ul>	<p>1/4% on first US\$50,000 or equivalent 1/8% on balance (for each validity period of 6 months or part thereof)</p> <p>Transferee domiciled in HK: Min. HK\$800 Transferee domiciled outside HK: Min. HK\$800</p> <p>Transferee domiciled in HK: Min. HK\$550 Transferee domiciled outside HK: Min. HK\$550</p>

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Products/Services	Fees & Charges
<b>D) TRADE SERVICES</b>	
LC Issuance <ul style="list-style-type: none"> <li>• Issuance of Ordinary LC</li> <li>• Issuance of Back to Back LC</li> </ul>	<p>1/4% on first US\$50,000 or equivalent            1/8% on balance (for each validity period of 6 months or part thereof)            (Min. HK\$600)</p> <p>1/4%            (for each validity period of 6 months or part thereof)            (Min. HK\$1000)</p>
LC Amendment <ul style="list-style-type: none"> <li>• Increase of credit amount</li> <li>• Extension of validity over 6 months</li> <li>• Other terms &amp; conditions or Extension of validity within 6 months</li> </ul>	<p>Refer to LC issuance</p> <p>Refer to LC issuance</p> <p>Ordinary LC: HK\$500 Per amendment            Back to Back LC: HK\$500 Per amendment            Standby LC: HK\$500 Per amendment</p>
Inward Bills under LC Discrepancy charge <ul style="list-style-type: none"> <li>• Commission on Usance Drafts/Deferred Payment LCs</li> <li>• LC overdrawn</li> <li>• Drawing under expired LC (beyond 6 months)</li> <li>• HKD Bill Commission paid under LC issued by us</li> <li>• Small Bill Commission (Bill amount less than US\$10,000 or equivalent)</li> <li>• Past Due Handling Charges                (Over 1 month after due date or date of presentation)</li> <li>• Direct settlement</li> <li>• Partial retirement on TR loan</li> <li>• Reimbursement Fee</li> </ul>	<p>Normally such charges is for the account of beneficiary: HK\$510 (US\$65) per transaction</p> <p>1/16% for each month (or part of a month/deferred payment period), for usance bills drawn thereunder/for deferred payment period when payment is effected (Min. HK\$350)</p> <p>1/4% (Min. HK\$600)</p> <p>1/4% (Min. HK\$600)</p> <p>1/4% (Min. HK\$500)</p> <p>HK\$300 per item</p> <p>HK\$500 per month</p> <p>HK\$350</p> <p>HK\$50 per payment</p> <p>HK\$400 (US\$50) per presentation</p>

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<b>D) TRADE SERVICES</b>	
Inward Bills under non-LC Handling commission	<b>1/8% (Min. HK\$350)</b>
<ul style="list-style-type: none"> <li>• HKD Bill Commission (Bills financed)</li> </ul>	<b>HK\$500 per item</b>
<ul style="list-style-type: none"> <li>• Small Bill Commission (Bill amount less than US\$10,000 or equivalent)</li> </ul>	<b>HK\$300 per item</b>
<ul style="list-style-type: none"> <li>• Partial settlement</li> </ul>	<b>HK\$50 per payment</b>
<ul style="list-style-type: none"> <li>• "Past Due Handling Charges (Over 1 month after due date or date of presentation)"</li> </ul>	<b>HK\$500 per month</b>
<ul style="list-style-type: none"> <li>• Direct settlement</li> </ul>	<b>HK\$350</b>
<ul style="list-style-type: none"> <li>• Partial retirement on TR loan</li> </ul>	<b>HK\$50 per payment</b>
Import Invoice Financing	
<ul style="list-style-type: none"> <li>• Clean import loan handling commission</li> </ul>	<b>1/8% (Min. HK\$450)</b>
<ul style="list-style-type: none"> <li>• HKD Bill Commission</li> </ul>	<b>HK\$500 per item</b>
<ul style="list-style-type: none"> <li>• Partial retirement on Invoice Financing</li> </ul>	<b>HK\$50 per payment</b>
Shipping Guarantee/Airway bills endorsement	
<ul style="list-style-type: none"> <li>• Countersign Shipping Guarantee/Endorsement on Bills of Lading/Airway Bill Endorsement</li> </ul>	<b>HK\$300 per item</b>
<ul style="list-style-type: none"> <li>• Non-redeemable Shipping Guarantee commission</li> </ul>	<b>1/4% on invoice amount if relative documents are not received by the bank within 3 months (Min. HK\$350)</b>
Bank Guarantee / Standby LC	
<ul style="list-style-type: none"> <li>• Issuance of Bank Guarantee / Standby LC</li> </ul>	<b>1/8% per month (Min. HK\$1000)</b>
<ul style="list-style-type: none"> <li>• Increase of credit amount</li> </ul>	<b>Refer to Issuance of Bank Guarantee / Standby LC</b>
<ul style="list-style-type: none"> <li>• Extension of validity</li> </ul>	<b>Refer to Issuance of Bank Guarantee / Standby LC</b>
<ul style="list-style-type: none"> <li>• Other terms &amp; conditions (other than amount &amp; validity)</li> </ul>	<b>HK\$500</b>
Other Charges	
<ul style="list-style-type: none"> <li>• Swift/Cable charges for LC/Bank Guarantee opening</li> </ul>	<b>Min. HK\$500 (for 1st 3 pages) plus HK\$250 per additional page</b>

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<b>D) TRADE SERVICES</b>	
<ul style="list-style-type: none"> <li>• Swift/Cable charges for LC/Bank Guarantee amendment</li> <li>• Swift/Cable for other transactions</li> <li>• Postage</li> <li>• Commission in lieu of exchange</li> </ul>	<p><b>HK\$400 per page</b></p> <p><b>HK\$300 per item</b></p> <p><b>HK\$80 per item (depending on destination and weight of documents)</b></p> <p><b>1/4% (Min. HK\$350, see note 1)</b></p>

**Notes:**

1. The bank shall charge commission in lieu of exchange where foreign currency is tendered in payment of a debt or obligation in the same currency. It shall be charged in the following circumstances:
  - a) When import transactions are settled in whole or in part in the same currency as the relative bill of exchange or other documents.
  - b) When proceeds of bills of exchange or any other documents are paid out in whole or in part in the same foreign currency as the relative bill of exchange or other documents.
2. Handling commission is to be collected for all transactions including documents released free of payment; documents returned unpaid/unaccepted; direct settlement between drawee and drawer etc.
3. Correspondent's charges, postage, cable charges, and other out-of-pocket expenses will be recovered in addition to the above quoted charges.
4. No commission will be refunded where a LC is cancelled or has expired totally or partially unused.

\* Plus additional commission calculated at 0.25% of full amount (minimum HK\$50) if paid in same foreign currency bank notes.

# An additional HK\$50 would be levied if the Cashier's Order / Demand Draft are dispatched by registered mail by the bank.

Maybank Hong Kong reserves the right to amend all commission and charges listed herein from time to time at its sole discretion.

The English version of these terms and conditions shall prevail whenever there is a discrepancy between the English and Chinese versions.