

TARIFF GUIDE

Effective 15th May 2014

General Tariff

Ledger Fees (Current Account)	
Personal Accounts	Kes 35 per transaction, min. Kes 350 per month
Business Accounts	Kes 35 per transaction, min. Kes 550 per month
Account Statements	
Monthly & fortnightly	Free
Daily statements	Kes 500 flat per month
Interim/duplicate statement	Kes 100 per sheet
Over The Counter Cash Withdrawal	
If amount is within ATM daily limit	Kes 200 per withdrawal
If amount is above ATM daily limit	Free
Internal Transfers	
Internal Transfers	Free
Cash Handling Charges In Kes	
Up to Kes 500,000 per day	Free
Above Kes 500,000 per day	0.15% - aggregate per day
Cheque Payments	
Counter cheque	Kes 200
Upcountry cheques	0.25%, min. Kes 100 max. Kes 10,000
Demand Draft	
Local bankers cheque	Kes 200 per cheque
Bankers cheques stop payment (with indemnity)	Kes 2500
Bankers cheque repurchased if cheque is produced	Kes 250
Bankers cheque cancellation	Kes 100
FCY Cheques	
Sent on collection	Kes 750.00 + courier Charges
Discounted drawn on third parties	0.25%, min. Kes 750, max. Kes 5,000 + courier Charges Kes 1,000
Discounted drawn on self within EU	Euro 20 flat
Returned Cheques Charges	
Technical reasons	Kes 500 per cheque
Financial reasons (effects not cleared & refer to drawer)	Kes 3,000 per cheque
Cheques returned by other banks	Kes 1,000 per cheque
Inhouse cheques returned	Kes 1,000 per cheque
Cheque Book Issuance (inclusive of stamp duty)	
100 leaves	Kes 1,600 per cheque book
50 leaves	Kes 800 per cheque book
25 leaves	Kes 400 per cheque book
Stop Payments	
Local cheques (Kes/FCY)	Kes 500 per cheque/instruction
Foreign bankers cheque	Kes 1,000 per cheque + correspondent bank charges
Remittances	
RTGS	
Outward payment	Kes 500 flat
Inward payment	Free
EFT	
Outward local EFTs	Kes 200 per transaction
Inward local EFTs	Kes 10 per transaction
Salaries Processing	
In our books (internal transfers)	Free
Electronic upload	Kes 100
Manual processing	Kes 200
Standing Orders	
Setting up	Kes 200
Amendment	Kes 200
Stopping	Kes 200
Processing - local	Kes 200 per item
Unpaid standing orders	Kes 2000 per standing order

VAT / PAYE	
VAT processing service fee	Kes 500 per transaction
PAYE processing service fee	Kes 300 per transaction
Dormant Account	
Dormant (Current A/C) monthly charge	Kes 500
Dormant (Savings A/C) monthly charge	No charge
Dormant (Account reactivation)	Kes 150
Direct Debits	
Set up charges	Kes 300
Outward/inward	Kes 100
Inward returned	Kes 1,000
Outward returned	Kes 500
Third Party Encashments	
Deducted from Net proceeds received by third party	Kes 250
Debit Cards	
New Card:	
Sesame	Kes 400*
VISA Electron	Kes 500*
VISA Classic	Kes 550*
Card Replacement:	
Sesame	Kes 400*
VISA Electron	Kes 500*
VISA Classic	Kes 550*
*Inclusive of excise duty tax of 10%	
Withdrawal fee:	
Sesame - BOA-K ATMs	Kes 35
- Kentswitch	Kes 45
VISA Electron & VISA Classic	
- BOA-K ATMs	Kes 35
- Other VISA ATMs (Domestic)	Kes 100
- Other VISA ATMs (International)	Kes 250
Mini statement	Free
Balance Enquiry	Free
PIN Replacement	Kes 25

Electronic Banking – Web	
Corporate	Kes 1,000 per month
Individual	Kes 1,200 per month
Transactional charges	As per BOAK standard tariff
Digipass charges	EUR 40 (one – off charge)
E-Token	EUR 100 (EUR 60 for subsequent years)

Other Services

Bankers Opinion	
Local	1000 per opinion
Foreign	1000 + Courier Charges/Postages
Credit Facilities	
Credit application processing fee	2% flat for each application (new or renewal)
Facility renewal fees for SME & RETAIL	2% per annum on anniversary of the facility
Late return of letter of offer	after 3 months, Kes 5,000 and thereafter Kes 5,000 for subsequent quarters
Processing fees on TODs and Early draw	2% of the transaction amount subject to a minimum of Kes 10,000
GOK Treasury Bills/ Bonds Tenders	Kes 5,000 flat per tender
General Enquiries Accounts	
Items less than 6 months	Kes 200 per item/copy
Items more than 6 months	Kes 500 per report/item/copy
Audit Reports	
Full audit report	Kes 1,500 per report
Specific full audit report	Kes 3,000 per report
Balance Confirmation	
Balance Confirmation	Kes 500 per confirmation
Misc. Statement/report	
Misc. Statement/report	Kes 300 per statement
Document Certification	
Document Certification	Kes 500 per certified document (including duplicates)
Postage Charges	
Local	Kes 200 per set of documents
Abroad	Kes 3,000 per set of documents
Retrieval of Old cheques/Entry - per copy	Upto (1 year) 300.00,(over 1 year) - Kes 500.00

Telephone Charges	
Local	Kes 100 per call
Abroad	Actual cost + Kes 500

Fascimile Charges	
Local	Kes 300 per page
Abroad	Kes 500 per page

Photocopies	
Photocopies	Kes 100 per page

Forex	
Deposit of foreign bank notes	0.25% per deposit
Foreign Draft	0.25%, min. Kes 500, max. Kes 4,000 + swift Kes 1,000
Local FCY draft payable in Kenya	Kes 500 flat
Incoming TT (Foreign inward payment - Business accounts)	USD 10 per transaction
Incoming TT (Personal accounts)	USD 5

Swift Transfer	
Sent abroad	Kes 1,500 flat
Correspondent bank charges where borne by remitter (our charges)	
Foreign incoming payment - business	USD 10 per transfer as per correspondent bank charges
Other currencies	USD 5
Foreign Incoming payments - individual	Kes 2,500 flat
Received from abroad - Non - account holder	

Trade	
Import Letter of Credit	
Opening commission	
Corporate	0.5% for 3 months, min. Kes 3,000 + swift Kes 2,000
SME & Retail	1% for 3 months, min. 5,000 + swift Kes 2,000
Amendment commission	Kes 1,500 flat + swift Kes 2,000
L/C Acceptance commission	0.25% for 3 months, min. Kes 3,000 + swift Kes 2,000
Extension commission	0.45%, min. Kes 3,000 + swift Kes 2,000
Settlement commission	0.20%, min. Kes 3,000 + swift Kes 2,000 or Kes 200 postage
Shipping guarantee	0.25% per month, min. Kes 500
Cancellation	Kes 1,000 flat + swift Kes 2,000
Export Letter of Credit	
Advising L/C or amendment	Kes 1,000 flat
L/C confirmation commission	0.20% per quarter or part thereof, min. Kes 1,500
L/C negotiation commission	0.40% per quarter or part thereof, min. Kes 1,500
Postage (courier)	Kes 3,000 per set of documents
Tracer	Kes 1,000 by swift
Discrepancy	Kes 250 per discrepancy

Import Collection	
Advising commission	Kes 500 flat
Discount of foreign bills/collection	1.5% flat
Settlement commission	0.25%, min. Kes 2,000 + swift Kes 1,500 + postage Kes 500
Tracer	Kes 1,000 each
Notification of acceptance	Kes 500 flat + swift Kes 1,000
Protest	Kes 3,000 flat
Discharge	Kes 1,000 flat
Holding commission after due date	Kes 500 per month
Avalisation of Bills of Exchange	0.5% per quarter
Export Collection	
Settlement commission	0.20%, min. Kes 1,000
Tracer	Kes 1,000 each
Postage (courier)	Kes 3,000 per set of documents

Local Bills	
Discount commission (Trade Bills)	0.125%, min. Kes 1,500 + courier Kes 1,000
Local bills returned unpaid	Kes 1,000 flat
Postage within the city	Kes 500 per bill
Postage upcountry	Kes 500 per bill
Extension commission	Kes 250
Local bills sent for collection	Kes 1000 Flat
Local bills received on collection	0.5%, min. Kes 1,000, max. Kes 5,000

Guarantees & Bonds	
Corporate	0.5% per quarter, min. Kes 1,000 for 1st quarter, there after min. Kes 500 for subsequent quarters
SME & Retail	1% per quarter, min. Kes 5,000 and thereafter Kes 500 for subsequent quarters

Excise duty tax of 10% applicable on all charges

Head office: Reinsurance plaza, Taifa Road, P.O Box 69562-00400 Nairobi, Kenya. Phone: 0703 058 120. Email: yoursay@boakenya.com

Branches: Nairobi Region - Embakasi | Galleria Mall | Greenspan | Kenyatta Avenue | Kitengela | Lunga Lunga | Monrovia Street | Ngong Road | Ongata Rongai | Ongata Rongai II | Reinsurance Plaza | River Road | Ruaraka | Sameer Park | Uhuru Highway | Upperhill |

Westlands. Coast Region - Changamwe | Moi Avenue | Nyali. Mt. Kenya Region - Meru | Nanyuki | Thika. Western Region - Bungoma | Eldoret | Kericho | Kisii | Kisumu | Nakuru. Business Centres - Sameer Park - Nairobi | Kenyatta Avenue - Mombasa.

BOA Network: Benin | Burkina Faso | Burundi | Djibouti | DR Congo | France | Ghana | Ivory Coast | Kenya | Madagascar | Mali | Niger | Senegal | Tanzania | Togo | Uganda

Bank of Africa - Kenya is regulated by the Central Bank of Kenya