

# HSBC QATAR

## Corporate Tariff and Charges

Effective Date: 01/08/2022



Issued by HSBC Bank Middle East Limited Qatar Branch, P O Box 57, Doha, regulated by Qatar Central Bank and lead regulated by the Dubai Financial Services Authority.

# Table of contents

Account Services	02
Cheques	04
Payments and Receivables	05
Commercial Cards	08
Global Liquidity Solutions	10
Digital Channels	11
Credit Relationship Pricing	12
Imports	13
Exports	15
Guarantees	16

# Account Services

Current Account/ Call Deposit Account	
Minimum monthly average balance of QAR 5,000 or equivalent in USD/EUR/GBP* to be met	Monthly Charge of QAR 5 or equivalent in USD/EUR/GBP* if minimum average balance not met
* The prevailing exchange rate will apply.	
Time Deposit Accounts	
Minimum opening balance required	QAR 50,000 USD 20,000 EUR 20,000 GBP 10,000
Issuance of Certificates	
Letter to Ministry of Business and Trade	QAR 750 per request
Balance Certificate	QAR 200 per request
Audit Confirmation Letter*	QAR 250 per request
Duplicate copy of audit confirmation letter	QAR 300 per request
Other Certificates	QAR 200 per request
Account Mandate and Maintenance	
Change of Account Titles	QAR 250 per account
Penalty charges for non submission of mandatory (commercial registration, security, mandate, and credit) documents requested by the bank from time to time	QAR 500 per month
Administrative charges for reminders sent to customers to submit valid mandate documents	QAR500 per month
Account Closure within 6 months of its opening	QAR 250 per account closed
Dormant Account Reactivation	QAR 250 per account
Unclaimed Account Reactivation	QAR 250 per account
Signature Verification	QAR100 per request
SMS set up charges for transaction alerts	QAR 150
SMS transaction alert monthly charges	QAR 100
SMS transaction alert amendment charges	QAR 100 per request
Monthly Service charge (To be charged at an entity level)	USD 250

\*Note: HSBC Qatar charges are not applied for requests submitted through Confirmation.com platform, any third party charges would be applicable and available on the platform.

# Account Services (con't)

Account Statement	
Monthly Mailed Copy	Free
Additional statement copy	QAR 300 per statement
Other Applicable Charges	
Retrieval of old records (Per Record)	QAR 100 (up to 12 months old) QAR 200 (over 12 months old)

# Cheques

Cheque Books Issuance	QAR 150 per book of 50 leaves
Specially Designed Cheque Books	Actual cost plus QAR 300 per request
Cheque Book mailing charges	QAR 50 per cheque book
Regular Priority Clearing (Same Day)	Free
Medium Priority Clearing (within 2 hours)	QAR 5
High Priority Clearing (within 1 hour)	QAR 10
Executive Priority Clearing (within 10 Minutes)	QAR 20
Special Clearing (within 30 minutes) (only cheques valued QAR 250,000 or greater)	QAR 50
Handling charges for local currency cheque received from outside Qatar or a non-MICR (Magnetic Ink Character Recognition) cheque received	QAR 150
Handling charges for return of local currency cheque received from outside Qatar	QAR 300
Safe keeping of post dated cheques	QAR 20 per cheque
Cancellation of post dated cheques prior to maturity	QAR 40 per cheque
Returned Cheque handling charges (Cheque deposited to Account)	QAR 30 per cheque
Notice of Lost/Stolen Cheque*	QAR 50 per cheque
<b>Returned Cheques Drawn On Own Account</b>	
Insufficient Fund/Funds Not Cleared	QAR 500 per cheque
Technical Reason	QAR 250 per cheque
<b>Other Applicable Charges</b>	
Withdrawal without cheque	QAR 50 per transaction
Foreign Currency Notes Deposit or Withdrawal in same currency account (for account holders only)	1% service charge (minimum QAR 100)

# Global Liquidity and Cash Management

## Payments and Receivables

Receivables Management System and Virtual Accounts	
Receivables Management System Setup Fee	QAR 500
Receivables Management System Monthly Maintenance Fee	QAR 250
Receivables Management System Advising Email ( Per instruction)	QAR 0.50
Receivables Management System RMS Amendment Fee	QAR 100
Virtual Accounts Setup Fee	QAR 1000
Virtual Accounts Monthly Maintenance Fee	QAR 5
Express Banking	
Express Banking Service Monthly fee per location	QAR 950
Express Cash	
Express Cash	Fee varies by frequency, pick up location and timing. For further details, please contact your Relationship Manager
Cheque Outsourcing Services (COS)	
Cheque outsourcing one time set up fee	QAR 300
Cheque outsourcing monthly fee	QAR 200
Cashier orders (QAR only) – through COS	QAR 15
Company cheque – through COS	QAR 8
Demand draft (in USD currency)	QAR 15
COC/International DD cancellation or stop payment	QAR 70

# Payments and Receivables (con't)

Outward Remittances	Electronic	Smartform
International Telegraphic Transfer	QAR 50	QAR 150
Local/Central Bank Transfer	QAR 25	QAR 120
Book transfer <sup>1</sup> to own/other accounts within HSBC Qatar	Free	QAR 50
Charge Type “OUR” <sup>2</sup>	QAR 100	QAR 100
Payment Investigations <sup>3</sup>	QAR 150 for the initial request QAR 50 for each subsequent chaser	
Payment Non-Straight through processing <sup>4</sup>	QAR 50	
Qatar Bill Payment(e-Tax)	Your currently agreed charges as applicable for your Outward Electronic Remittances will apply	
Inward Remittances		
Credit in Foreign to Foreign Currency	USD 20 equivalent in foreign currency	
Credit in Local to Local Currency	Free	
Local/ International Mailing charges:	QAR 50 within Qatar (Local post) QAR 150 within Qatar ( plus Courier charges per item) QAR 300 (outside Qatar)	
Return of inward Foreign currency TT due to incorrect/incomplete details	USD 50 or equivalent in foreign currency	
Standing Instructions	Electronic	Smartform
Setup	Free	QAR 100
Cancellation	Free	QAR 50
Amendment	Free	QAR 50
Penalty Fee	QAR 200	QAR 200

Notes:

1.

Book transfers refers to own and 3<sup>rd</sup> party accounts within HSBC Qatar.

2.

“Our” charges refer to payments for which charge type our is selected to send full payment to the beneficiary. Please note some jurisdictions like the US do not honor charge type “our” when a payment goes through the local clearing. PPRO or principal protect should be used to ensure full amount is received by the beneficiary.

3.

Payment investigation covers all engagements with correspondent banks including recall, cancellation, amendment, stop and beneficiary non-receipt.

4.

Non STP processing refers to instances were the client submits incomplete or incorrect information or information which has formatting issues causing a payment to breakdown into a repair. This also includes insufficient funds leading to Non-Straight through processing.

# Payments and Receivables (con't)

Autopay-out (ACH Credit Transfers)	Electronic only
Issued to HSBC accounts (local currency) per item	Free
Issued to third party bank accounts (local currency) per item	QAR 5
Salary (Wage Protection System)	Electronic only
10 workers and less	QAR 50
From 11 to 50 workers	QAR 100
From 51 to 100 workers	QAR 200
From 101 to 200 workers	QAR 300
From 201 to 300 workers	QAR 400
From 301 to 500 workers	QAR 500
From 501 to 1001 workers	QAR 600
From 1001 to 2000 workers	QAR 700
From 2001 to 3000 workers	QAR 800
From 3001 to 4000 workers	QAR 900
From 4001 to 5000 workers	QAR 1000
5000 workers and above	QAR 1100



# Commercial Cards <sup>5</sup>

	Corporate Card	Purchasing Card	Lodged Card	Virtual Card
Card annual Fee	QAR 400	QAR 400	QAR 50	Free
Over Limit Fee	QAR 150	QAR 150	QAR 150	QAR 150
Monthly Interest on Overdue Balances	1.75%	1.75%	1.75%	1.75%
Foreign currency transactions (Card transactions not in your billing currency will be converted at a wholesale market rate attracting a processing fee)	2.30%	2.30%	2.30%	2.30%
Cash Advance Fee 'Whichever is higher'	4.5% or QAR 50 (min)	N/A	N/A	N/A
Monthly Interest on Cash Advances	1.75%	N/A	N/A	N/A
Late payment Fee	QAR 150	QAR 150	QAR 150	QAR 150
Copy of the sales slip	QAR 25	QAR 25	QAR 25	QAR 25
Corporate card statement	Free	Free	Free	Free
Extra copy of corporate card statement	QAR 100	QAR 100	QAR 100	QAR 100
Returned cheque	QAR 100	QAR 100	QAR 100	QAR 100
Charge for disputing a transaction subsequently found genuine	QAR 100	QAR 100	QAR 100	QAR 100
MiVision Access	Free	Free	Free	Free
Standard Card Data File Delivery to ERP (One time For setup) for the entire company	USD 1,000	USD 1,000	USD 1,000	USD 1,000
Virtual Card API Integration	NA	NA	NA	USD 10,000
Custom File Development for Card Data File delivery to ERP	Depends on the level of customization and will be provided post analysis of the requirement			

# Commercial Cards (con't)

Commercial Debit Card	
Annual Fee	Free
Card replacement charges	QAR 50
Re-issuance of PIN	QAR 50
Card Cancellation Charges (To cover bank's administrative cost as cards uncollected after one month from their date of issue must be destroyed and card account cancelled from our systems)	QAR 50
Usage Fee	
HSBC ATMs in Qatar	
Cash Withdrawal/Deposit	Free
Balance Enquiry	Free
Mini-statement (last 8 transactions)	Free
Transfer within HSBC Accounts	Free
Other Bank ATMs in Qatar (via NAPS)	
Cash Withdrawal	Free
Balance Enquiry	Free
ATMs in AGCC Member States	
(Transactions at HSBC ATMs in AGCC member states are routed through the GCC Net ATM switch and charged accordingly)	
Cash Withdrawal	QAR 6 per transaction + Foreign exchange commission *
Balance Enquiry	QAR 3 per transaction + Foreign exchange commission *
HSBC ATMs and CIRRUS/PLUS ATMs Internationally	
Cash Withdrawal	QAR 15 per transaction + Foreign exchange commission *
Balance Enquiry	No charge

5. Debit card transactions that are not in your billing currency will be converted at a wholesale market rate, attracting a processing fee of up to 2.75%

# Global Liquidity Solutions

Liquidity Solutions	
Cross Border Cash Concentration	Set Up Fee (one time per structure) USD 2,500 / QAR 9,000 Sweep Fee (monthly per sub-master relationship) USD 150 / QAR 540 Amendment Fee (per amendment) USD 250 / QAR 900
Domestic Cash Concentration	Set Up Fee (one time per structure) USD 2,500 / QAR 9,000 Sweep Fee (monthly per sub-master relationship) USD 100 / QAR 360 Amendment Fee (per amendment) USD 250 / QAR 900
Interest Enhancement	Set Up Fee (one time per structure) USD 2,500 / QAR 9,000 Monthly Service Charge (per account) USD 150 / QAR 540 Amendment Fee (per amendment) USD 250 / QAR 900

# Digital Channels

HSBCnet	
Full package : 5 Security Devices + Profile setup + Initial Training	QAR 750
HSBCnet Monthly Service charges	QAR 300 per month
Additional Security Device	QAR 50 per device
Additional Training Sessions	QAR 250 per session
HSBCnet File Upload fees	QAR 20 per file
HSBCnet Advising Service	Free
Bank Statement Reporting	
End of day Bank Statement (Swift MT940, CAMT53, BAI, CSV)	QAR 500 per account per month
Intraday Bank Statement (Swift MT942, CAMT52, BAI Intraday)	QAR 500 per account per month
Inward Bank Statement from 3rd Party Banks (MT940/MT942)	QAR 250 per account per month

# Credit Relationship Pricing

Credit Relationship Pricing	
Unauthorised Overdraft Rate	14% p.a. on the unauthorised overdraft balance (or excess balance beyond any pre-approved overdraft limit) subject to a minimum fee of QAR 500 for each and every unauthorised occurrence.
Facility Arrangement/ New/Interim/Annual Review	3% per annum (minimum QAR 50,000)
Commitment fees on Overdraft unutilized portion	0.75% per annum
Management Fee on overall credit facility	0.75% per annum (minimum QAR 10,000)
Penalty Interest Rate "applicable on overdue items"	Additional 4% p.a.
Credit Bureau Reports	
Per Facility Application/Annual Review of Facility	QAR150 per request

# Imports<sup>6</sup>

Documentary Credits - Issuance	
Irrevocable DC issuance charges	2% p.a (Minimum period 3 months, Minimum amount QAR 300)
Revolving DC's/ Back to Back DC's	2% p.a (Minimum period 3 months, Minimum amount QAR 500)
Standby DC's	2.2% p.a (Minimum period 3 months, Minimum amount QAR 500)
DC Amendments Charges	Charges for increase in amount and/or extension of expiry date are same as irrevocable DC issuance charges with minimum charge. QAR200 plus SWIFT charges
Other DC amendments (excluding increase in amount and/or extension of expiry date)	QAR 200 for DC amendments plus SWIFT charges
DC related charges	(A) DC by SWIFT QAR 365 (B) DC through HSBC net QAR 200 (C) Pre-Advice QAR 200 (D) DC Cancellation QAR 200 (E) DC Amendment by SWIFT QAR 200
DC's Overdrawn	As per opening commission (2% p.a (Minimum period 3 months, Minimum amount QAR 300))
Shipping Guarantees/ Delivery Order	
Shipping Guarantee	0.125% of invoice value (minimum QAR 250) plus 0.25% for Guarantees outstanding over 1month.(Minimum QAR 350)
Delivery Order	0.125% of invoice value (minimum QAR 250) plus 0.25% for Guarantees outstanding over 1month.(Minimum QAR 350)

## Imports (con't)

IMPORT BILLS	
Acceptance Commission	0.166% per month for the full usance period (Minimum QAR 400)
Bills transferred to past due	QAR 200 flat
Safe keeping charges on discrepant bills under DC's	USD 100 per month if disposal instructions are not received within 2 weeks from the New Bill Advice
Documentary Bills for Collection	0.25% (flat upto QAR 500,000), 0.125% (flat over QAR 500,000) (Minimum QAR 150)
Amendment to Documentary Collection Bills	QAR 150
Documents Released Free of Payment	Same as Documents for Collection plus QAR 200
Safekeeping charges	QAR 100 towards safe keeping charges on each bill remaining unpaid / unaccepted one month after issuance of bill advice or due date of such bills.
Avalisation Bills	0.155% per month or part thereof (Minimum 3 months or QAR 200 whichever is greater)
Other IMPORT charges	
Invoice financing (open account-Import)	0.0625% on total invoice value. Minimum commission QAR 350.
CIL's Going Past Due	QAR 250
CIL Installment Reinstatement	QAR 100 per re-instatement
Processing fee (All IMPORT transactions) (not applicable for IMPORT DCs)	QAR 100 flat per transaction
Reimbursement charges	USD 75
LC (Letter of credit) draft	QAR 150 ( standard for all customers )
Extra LC copy	QAR 25 per copy
Discrepancy fee (recovered from exporter)	USD 100
SWIFT charges	QAR 100 per message
Bills Returned Unpaid	QAR 200 flat
Processing & transmission fee for Trade DCs by HSBCnet (internet Trade Services)	QAR 200

# Exports

EXPORT DC	
DC Advising	QAR 300 flat
DC Amendment Advising	QAR 200 flat
DC Confirmation	Charge based on issuing Bank/Country considerations; calculated on the DC amount plus any usance period. (Minimum 0.125% per month, Minimum QAR250 )
Assignment of Proceeds Under DC	0.1% flat minimum QAR400
Export Bills	
DC Bills Negotiation	0.125% of bill value minimum QAR 300
Non DC Bills processing	0.125% of bill value minimum QAR 300
Bills Returned Unpaid	QAR 200 flat
Discrepant Documents	USD 100 (or QAR equivalent for each set of discrepant documents)
Transfer of DC'S	
Transfer	0.25% flat for 3 months thereafter 0.125% per month (minimum QAR 750)
Increase in Amount/Exposure	0.5% flat for 3 months, thereafter 0.25%per month (Minimum USD 750)
Handling Transferable documents	0.5% flat on the invoice amount minimum QAR 500
Other Amendment	QAR 500
Other EXPORT Charges	
Invoice financing (Progress Payment Certificates)	0.0625% on financed amount. Minimum commission QAR 500
Commission in Lieu of Exchange	0.25% for export transaction not denominated in QAR or not involving Foreign Exchange. (Minimum QAR 200)
Reimbursement charges	QAR 300 or USD 80
SWIFT charges	QAR 100 per message
Traces for unaccepted/ overdue bills	USD 40 per tracer (minimum QAR 150 equivalent)

6. The following notes apply to Import and Export related trade transactions:

- Correspondent/Agent charges, if any, are for the customer's account which shall be auto debited from customers account as mentioned by the customer on the document.
- On export bills purchased/negotiated, the bank will use the buying rate for the currency concerned on the date of negotiation, unless a forward purchase contract has already been arranged.
- Rate of interest charged on export bills purchased/negotiated is subject to arrangement. It is charged from the date of arrival of the reimbursement payment, subject to a minimum period of 7 days.
- Confirmation of DC charges varies according to issuing bank's status and country risk.



# Guarantees<sup>7</sup>

Guarantees	
Issuance	2.2% p.a (Minimum period 3 months, Minimum amount QAR 500)
Guarantee Amendments involving extension of validity and increase in amount	2.2% p.a (Minimum period 3 months, Minimum amount QAR 500)
Other Amendment	QAR 300 flat
Open Ended Guarantees	3% p.a (Minimum amount QAR 500)
Retention Bonds	3% p.a (Minimum period 3 months, Minimum amount QAR 500)
Financial Guarantee	3% p.a (Minimum period 3 months, Minimum amount QAR 500)
Processing fee for uncollected Guarantee	QAR 500
Issuance of Guarantees other than standard Bank wording	QAR 250
Guarantee SWIFT charges	(A) Manual application QAR 400 (B) HSBCnet application OAR 200
Other Charges Applicable to Trade	
Letter/ Certificate request	USD 80 (Minimum QAR 300 equivalent)
Additional monthly statement copy (manual)	QAR 500 per statement
SWIFT charges	QAR100 per message
Mail/ Courier charges	QAR 50 within Qatar (Local post) QAR 150 within Qatar (Courier) QAR 300 outside Qatar

7. The following notes apply to Guarantees::

- If the guarantee amendment is requested after the expiry of the guarantee, a handling fee QAR 300/- will be levied in addition to the normal charges.
- An additional fee of QAR 100 will be charged for guarantees issued in Arabic or bilingual format
- No refund will be made where a guarantee is cancelled prior to its expiry date.
- In the event Guarantees and/or Guarantee claims are re-issued/paid via a correspondent bank, the actual correspondent bank charges will also apply.

