

# HSBC QATAR

## Corporate Tariff and Charges

Effective Date: 15 February 2025



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.

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# 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
Early withdrawal service charge	A processing charge of QAR100 will be levied, plus a penalty based on prevalent market rates at the sole discretion of the Bank.
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
Counter Transaction Fee	QAR 30 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
COC 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 40	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:

- Book transfers refers to own and 3<sup>rd</sup> party accounts within HSBC Qatar.
- “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.
- Payment investigation covers all engagements with correspondent banks including recall, cancellation, amendment, stop and beneficiary non-receipt.
- 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 Corporate Channels

HSBCnet	
HSBCnet one time setup fees (Corporate)	QAR 750
HSBCnet Monthly Service charges	QAR 400 per month
Additional Security Device	QAR 250 per device
Additional Training Sessions	QAR 250 per session
HSBCnet File Upload fees	QAR 20 per file
HSBC Connect File Upload fees	USD 5 per file
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>1</sup>

Import Documentary Credit <sup>2</sup>	Manual Application received over the counter	Application received through HSBCNet
Commission for Issuance & Amendment <i>(Charge applicable per annum for minimum 3 months)</i>	2% <i>(Minimum Charge QAR 500)</i>	2% <i>(Minimum Charge QAR 300)</i>
<ul style="list-style-type: none"><li>Amendment Processing Fee</li><li>Cancellation fee</li></ul>	QAR200 for each applicable charge	
Import Bills		
Usance commission for Import Documentary Credit bills (for the tenor of the bill)	0.166% per month <i>(Minimum Charge QAR 500)</i>	
<ul style="list-style-type: none"><li>Processing Fee for all Import Bills (Collection and Documentary Credit Bill)</li><li>Amendment processing fee for all Import Bills (Collection and Documentary Credit Bill)</li><li>Acceptance processing fee for Import Collection Bills</li></ul>	QAR200 for each applicable charge	
Avalisation Commission (from acceptance to maturity)	0.166% per month <i>(Minimum Charge QAR 500)</i>	
Handling Commission for Import Collection Bills <sup>3</sup>	0.125% of invoice value <i>(Minimum QAR 500)</i>	
Shipping Guarantees & Delivery Orders		
Commission on Shipping Guarantees & Delivery Orders basis invoice value	0.125% of invoice value <i>(Minimum QAR 500)</i>	
Financing Imports <sup>4</sup>		
Buyer Loan commission (For open account transactions)	0.0625% of remittance amount <i>(Minimum commission QAR 500)</i>	
Processing Fee for all Buyer Loans	QAR200	
Processing Fee for extension to Buyer Loan tenor	QAR50	

Notes:

- Reimbursement fee of USD80 (or equivalent in case of local currency) will be deducted from the proceeds paid to the beneficiary for Import Documentary Credit and Non-Documentary bills. Bills of Lading or any form of transport documents should not be consigned to the order of HSBC Group offices. In exceptional instances where transport documents are required to be consigned to HSBC Group office, the same must be pre-agreed with HSBC Group office.
- Irrevocable Documentary Credit includes Standard Irrevocable Documentary Credits, Red Clause Documentary Credits, Revolving Documentary Credits and Back-to-Back Documentary Credits. Commission for Amendment would be applicable based on increase in Documentary Credit Amount and/or extension in expiry date.
- Handling Commission is charged regardless of whether documents are released against payment/acceptance or released free of payment.
- Buyer Loans are represented by Pre-Shipment Buyer Loan (Formerly known as Pre-Shipment Import Finance), Post Shipment Buyer Loan (Formerly known as Clean Import Loan), Finance against own Documentary Credits (Usance Documentary Credits).

# Exports

## Documentary Credit Advising

Documentary Credit Advising Commission	QAR 300 for Export Documentary Credit Advising QAR 200 for Amendments Advising
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## Documentary Credit Confirmation and Financing Exports

Export Bills and Documentary Credit Confirmation <sup>1</sup>	As agreed with your Relationship Manager / GTS Business Development Manager. <i>(Minimum Charge QAR 500)</i>
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## Transfer Documentary Credit

Transfer Commission	0.25% of Documentary Credit value <i>(Minimum QAR 750)</i>
Amendment Commission (If Documentary Credit value is increasing and/or if Documentary Credit Expiry Extended)	0.25% of Increased and/or Extended Documentary Credit Value <i>(Minimum QAR 750)</i>
Processing fee for Amendments other than increase in Documentary Credit value and / or extending expiry dates)	QAR500

## Export Bills<sup>2</sup>

Handling/ Negotiation Commission for all Export Bills <sup>3</sup>	0.125% of bill value <i>(Minimum QAR 500)</i>
Acceptance Processing Fee for all bills with usance tenor	QAR200
Amendment Fee <sup>4</sup>	0.125% of increase in bill value <i>(Minimum QAR 200)</i>
Commission In Lieu of Exchange (CILE) <sup>5</sup>	0.25% of payment value <i>(Minimum QAR 200)</i>

## Assignment of Proceeds

Commission for assignment of proceeds under Documentary Credit	QAR500
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Notes:

- Prices for confirmation of Export Documentary Credits & Export Bills Discounting (when financed under bank risk) will be based on current assessments of the default risk faced in dealing with specific banks in specific countries. Your Relationship Manager or GTS Business Development Manager will be able to provide you with up to date prices for any particular bank in a given country.
- In addition to our charges, correspondent banks may deduct fees of their own from bill proceeds. We will identify these to you as 'Counter party bank charges'. In addition to these charges a reimbursement bank fee of USD80 will be levied for all cross-border remittance.
- Handling commission is charged regardless of whether documents are released against payment/acceptance or released free of payment.
- Minimum charge would be applicable to all amendments other than increase in bill value.
- CILE is charged on foreign currency disbursements which do not involve converting them into local currency.

# Guarantees and Standby Documentary Credit <sup>1</sup>

Guarantees and Standby Documentary Credits - Issuance & Amendment	Manual Application received over the counter	Application received through HSBCNet
Non-Financial Guarantee Opening Commission (Charge applicable per annum)	2.2% (Minimum commission QAR 500 per year)	2.2% (Minimum commission QAR 300 per year)
Financial Guarantee Opening Commission (Charge applicable per annum)	3% (Minimum Commission QAR 500 per year)	3% (Minimum commission QAR 300 per year)
Non-Financial Standby Documentary Credit (Charge applicable per annum)	2.2% (Minimum Charge for issuance QAR 500)	2.2% (Minimum Charge for issuance QAR 300)
Financial Standby Documentary Credit (Charge applicable per annum)	3% (Minimum Charge for issuance QAR 500)	3% (Minimum Charge for issuance QAR 300)
Guarantees & Standby Documentary Amendment commission	QAR 200, plus as above for increase in value or extension of period	
Guarantees Issuance Handling Commission	QAR 200	Free of charge

## Guarantees Advising

Charges for advising correspondent bank guarantees	QAR 300 for Guarantee Advising QAR 200 for Amendments Advising
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Notes:

- The tariff prescribed is specific to Fixed Expiry Guarantees. In case of Open Ended Guarantee (for Cross border issuance) Commission would be 3.5%p.a. (Minimum QAR500)
- In the event Guarantees and/or Guarantee claims are re-issued/paid via a correspondent bank, the actual correspondent bank charges will also apply. Guarantee transactions should not be re-instated or transferred to alternate account. In exceptional instances where these have to be done so tariff as stated in sections 'Guarantee Issuance' and "Guarantee Amendment" would be applicable. Commission would also be applicable for the period allowed for presentation of claims until such time the Guarantee or Standby Documentary Credit is cancelled



# Receivable Finance

Receivable Finance	
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Service Fee	0.25% of the value of Notified Receivables
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Post Dated Cheques Discounting	
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Service Fees	0.125% of the value of cheque
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Recalling a discounted cheque	QAR50 for each applicable charge.
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Replacement of a discounted cheque	QAR50 for each applicable charge.
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Notes:

- 1. Notified Receivables are the Invoices notified to the Bank as set out in the Purchase Request.

# Miscellaneous Charges - Import/Export/Guarantees/RF

SWIFT / Cable	Manual Application received over the counter	Application received through HSBCNet
Transmission Fees for Import Documentary Credits, Export Transfer Documentary Credits, Standby Documentary Credits and Guarantees by SWIFT / Cable / Telex	QAR400 for Issuance QAR200 for Amendment	QAR200 for Issuance QAR150 for Amendment
Charges per SWIFT / Cable / Telex	QAR 100	
Discrepancy Fee for Import & Export Bills		
Discrepancy Fee (Recovered from exporter)	USD 100 / QAR365	
Discrepancy - Excess Drawing Commission for Import Documentary Credit or Commission for Import Documentary Credit Bill Presentation post Documentary Credit expiry date <i>(Charge applicable per annum for minimum 3 months)</i>	2% due date of Import Documentary Credit Bill <i>(Minimum amount QAR 500)</i>	
Unpaid / Pastdue Charges		
Bills returned unpaid (Import & Export)	QAR250	
Buyer Loans going past due	QAR250 per month	
Shipping Guarantees / Delivery Orders outstanding post one month from date of issuance	0.25% basis invoice value <i>(minimum QAR 500)</i>	
Courier Charges		
Courier	QAR150 within Qatar (Courier) QAR300 outside Qatar	

Notes:

1. Handling of discrepant bill presentations involving Excess Drawing and / or Bill presentation post DC expiry dates would be subject to HSBC discretion.

