

SGBCy TARIFF GUIDE ver. 4.5 (Effective 1/8/2014)

TARIFF	STANDARD CHARGES (EUR)
All Tariffs are in EUR unless specified otherwise	
All percentages (%) refer to actual amounts concerned	€
1. ACCOUNT FEES	
1.1 CURRENT ACCOUNT & SAVING ACCOUNT MAINTENANCE FEES	
1.1.1 Maintenance Fees - Individuals	€3.50 per month (Code1)
1.1.2 Maintenance Fees - Legal entities	€15.50 per month (Code2)
1.1.3 Maintenance Fees - Club Advantage (Classic Visa)	€3.50 per month (Code3)
1.1.4 Maintenance Fees - Club Advantage (Gold)	€3.50 per month (Code4)
1.1.5 Maintenance Fees - Club Advantage Classic (JAZZ BIZ)	€12.50 per month (Code5)
1.1.6 Maintenance Fees - Club Advantage Gold (JAZZ BIZ)	€13.50 per month (Code6)
1.1.7 Maintenance Fees - SOGEPLUS for Club Advantage clients	Free of charge
1.1.8 Saving Accounts annual maintenance fee	€4.50 per annum
1.1.9 Annual Overdraft Fee (Retail/SME)	<ul style="list-style-type: none"> • Up to €5,000 €30 • €5001 - €10,000 €50 • €10,001 - €50,000 €100 • Above €50,000 €250
1.2 WITHDRAWAL PENALTY	
1.2.1 Fixed Deposit / Notice Account Withdrawal Penalty	Principal Amount x 2% / 365 x remaining days, min €11
1.2.2 Cash Withdrawal over the counter (per withdrawal, under €700)	€3
1.3 STATEMENTS	
1.3.1 Additional copies of an account statement at customer's request	€ 2 per statement (to count 5 pages per statement) Max € 12
2. EXCHANGE COMMISSION	
2.1 INTERNAL TRANSFERS / INWARD - OUTWARD TRANSFERS / CHEQUES	
2.1.1 Internal / Inward / Outward Transfers / Cheques	If amount <= €35.000, 0.5%, min € 6, If amount >€35.000, 0.4% min €180,
2.2 FOREIGN CURRENCY CASH TRANSACTIONS THROUGH CUSTOMER ACCOUNTS OR GENERAL LEDGER ACCOUNTS (OVER THE COUNTER AGAINST CASH)	
2.2.1 Deposit of FCA notes in EUR Account (DR FCA CR EUR)	Amounts <= €35.000, 1.5 % min € 6 Amounts > €35.000, 1.25 % min €315
2.2.2 Withdrawal of FCA notes from EUR Account - (DR EUR CR FCA)	Amounts <= €35.000, 1.5 % min € 6 Amounts > €35.000, 1.25 % min €315
2.2.3 Deposit of EUR notes to FCA account, (DR EUR CR FCA)	Amounts <= €35.000, 0.5 % min € 6 Amounts > €35.000, 0.4 % min €180
2.2.4 Withdrawal of EUR notes from FCA account, (DR FCA CR EUR)	Amounts <= €35.000, 0.5 % min € 6 Amounts > €35.000, 0.4 % min €180
2.2.5 Withdrawal of FCA notes from FCA account - different currency	Amounts <= €35.000, 1.5 % min € 6 Amounts > €35.000, 1.25 % min €315
2.2.6 Deposit of FCA notes to FCA account - different currency	Amounts <= €35.000, 1.5 % min € 6 Amounts > €35.000, 1.25 % min €315
2.2.7 Cash withdrawal from FCA account - same currency	Amounts <= €35.000, 0.5 % min € 6 Amounts > €35.000, 0.4 % min €180
2.2.8 Deposit of FCA notes to FCA account - same currency	Amounts <= €35.000, 0.5 % min € 6 Amounts > €35.000, 0.4 % min €180
3. COINS AND NOTES	
3.1 DEPOSIT OF EUR IN CASH	
3.1.1 Deposit of EUR coins	Free of charge up to €20 (above charge 1%)
4. CHEQUES	
4.1 CHEQUES	
4.1.1 Issue of Cheque Book (Normal size Stamp Duty included) Individual / Corporate	€14
4.1.2 Issue of Cheque Book computerised A4 size with Corporate logo	According to printer invoice + 15%+stamp duty
4.1.3 Special issue of roll cheques	€0.032 per cheque plus stamp duty plus printers invoice
4.1.4 Stop payment of Cheque (Customer request)	€15 per cheque max €45 (equivalent FCA)
4.1.5 Revocation of stop payment request	€15 per cheque max €45 (equivalent FCA)
4.1.6 Returned SGBCy Cheque (Insufficient funds)	€50 per cheque
4.1.7 Local cheques deposited by customer in his account returned unpaid	€2 per cheque
4.1.8 Local cheques deposited by customer in his account returned unpaid from 2nd time	€12 per cheque
4.1.9 Processing Fee - Rejected SGBCy cheque (Insufficient funds)	€6 per cheque
4.1.10 Deposit of post-dated cheque held at branch	€15 per cheque
4.1.11 Cheques presented to SGBCy counters through special presentation - Banker Draft	€30 per cheque charged to beneficiary
4.1.12 Cheques presented at another Bank's counters through special presentation - Banker Draft	€40 per cheque charged to beneficiary
4.1.13 Remittance of Own Cheque Image to Customer	€3 per cheque
4.1.14 Remittance of Cheque Image to Customer (Other Cheques deposited to Customer's Account)	€3 per cheque
4.1.15 Cashing SGBCy Checks	€5
4.2 BANKER'S DRAFT	
4.2.1 Issue of Banker's Draft	€15
4.3 FOREIGN CURRENCY CHEQUE COLLECTION	
Foreign currency cheques and cheques drawn on a bank outside Cyprus remitted to us by our clients are only accepted on collection basis	
4.3.1 Remittance of FCA Cheque for collection to same currency account	€50 Plus all charges applied by correspondent (Funds credited after settlement by correspondent - indicative one month)
4.3.2 Remittance of FCA cheque for collection to be credited to different currency account	Apply above charge plus exchange commission where applicable - see section under exchange commission

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4.4 CHEQUES RECEIVED FOR COLLECTION DRAWN ON OUR CLIENTS	
4.4.1 Payment of EUR and FCA Cheque - Money sent via SWIFT - Beneficiary Charged	0.2% min €20 max €110 plus swift charges €15 per msg. Also charge Correspondent fee €10.50 + exchange commission
5. UTILITY BILLS, STANDING ORDERS, DIRECT DEBITS	
5.1 UTILITY BILLS	
5.1.1 Payment of Utility Bills over the counter	€1 + VAT
5.1.2 Payment of Utility Bills by direct debit	Free of charge
5.2 STANDING ORDERS	
5.2.1 Setting up a standing order / Amendment	€6 + stamp duty
5.2.2 Standing order transfer to same customer within Bank (SGBCy)	Free of charge
5.2.3 Standing order in favour of different customer in same Bank (SGBCy)	€3 (free for same group)
5.2.4 Standing order of non-execution (insufficient funds)	€6
5.3 DIRECT DEBITS	
5.3.1 Setting up a direct debit	€5
5.3.2 Rejected direct debit	€6
5.3.3 Manual payment of a rejected direct debit	€6
5.3.4 Amendment of a direct debit	€5
5.4. MULTIPLE AUTOMATIC TRANSFERS	
5.4.1 Payroll	Outgoing €0.85 per transaction Internal free of charge
5.4.2 Autopayments	Outgoing €4 per transaction Internal free of charge
6. TRANSFERS / SWIFT	
6.1 OUTGOING PAYMENTS/TRANSFERS/SWIFTS *	
6.1.1 Outgoing SWIFT Charges	€15 per message
6.1.2 Transfer commissions If EUR - EUR or FCA to FCA : Charge Execution commission is charged	a) For Transfers in Euro up to €50,000 within Cyprus and SEPA Zone (EU) 0.15% min € 6 max € 12 b) For all other transfers 0,1% min €8 max € 420
6.1.3 Transfer commissions - If exchange of currency against EUR is involved - i.e. EUR to FCA or FCA to EUR - exchange commission is charged	Amounts < = € 35,000 0.5 % min €5.50 Amounts > € 35,000 0.4 % min €180
6.1.4 Processing fees	€ 11
6.1.5 Correspondent fees (where charges state: OUR) - Overseas Banks	All charges as and when charged by correspondents - Indicative starting: €20
6.1.6 Correspondent fees (where charges state : OUR) - Local Banks	All charges as and when charged by our correspondent
6.1.7 Same Day Value Fee	0.05% min €21 , max €315
6.1.8 Next Day Value Fee	0.05% min €11 , max €150
6.1.9 Urgent Processing	€11
6.1.10 Non STP charges for Missing IBAN and/or invalid BIC code for payments to countries where IBAN has been adopted	€20
6.1.11 Amendment of a Transfer / Tracers - investigations	€50 plus €15 per message
6.1.12 Refinancing commission Transfers	Period up to 90 days €80 , Period between 90-180 days €140
6.2 INCOMING PAYMENTS/TRANSFERS/SWIFTS	
6.2.1 Processing fees on Incoming payment orders charged regardless of whether charges stated BEN / SHA / OUR	For transfers in EUR up to €50,000 from a bank located in SEPA Zone (EU): No fees up to €5,000 For amounts > €5,000 €11 For all other transfers 0.1% min €11 max €32
6.2.2 Query by swift on an Incoming payment	€50 plus €15 per message
6.3 INTERNAL TRANSFERS	
6.3.1 Commission for internal transfers same currency different customers(excluding payroll and autopayments)	€3
7. PRIVATE BANKING	
7.1 SUBSCRIPTION FEES	
7.1.1 SUBSCRIPTION FEES (Other than Amundi Funds)	
7.1.1.1 Money Market Funds	Up to 5%
7.1.1.2 Bond Funds	Up to 5%
7.1.1.3 Equity Funds	Up to 5%
7.1.1.4 Other Funds	Up to 5%
7.1.1.5 Capital Guarantee Products	Up to 1%
7.1.1.6 Other Products	Up to 1%
7.1.2 SUBSCRIPTION FEES (Amundi Funds)	
Up to 4.50%	
7.2 EXIT FEES	
7.2.1 EXIT FEES (other than Amundi Funds)	
7.2.1.1 Money Market Funds	0.50%
7.2.1.2 Bond Funds	0.50%
7.2.1.3 Equity Funds	0.50%
7.2.1.4 Other Funds	0.50%
7.2.1.5 Capital Guarantee Products	Up to 1%

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7.2.1.6 Other Products	Up to 1%
7.2.2 EXIT FEES (Amundi Funds)	Administrative fee: EUR 85.00
7.3 TRADING	
7.3.1 Equities	0.65% min EUR 85
7.3.2 Bonds	0.40% min EUR 85
7.3.3 ETF (Exchange Traded Funds)	0.65% min EUR 85
7.4 SUPPLEMENTARY	
7.4.1 Collection Fee	from 3.00 to 25.00 in Currency of product
7.4.2 Custody Account Fee	0.055% per quarter (0.22% annual) on all products plus 0.0625% per quarter (0.25% annually) on all structured products transferred in to SGBCy from other custodians
7.4.3 Transfer In of Securities	EUR 85 per security
7.4.4 Transfer Out of Securities	EUR 85 per security
7.4.5 Settlement Fees for Equities/Bonds and ETF's	EUR 25
7.4.6 Settlement Fees for Hedge Funds	Minimum EUR 250
8. VISA CREDIT AND DEBIT CARDS	
8.1 VISA GOLD	
8.1.1 Visa Gold Cash Withdrawals from ATM and branch networks of all banks in Cyprus and abroad	3.33%, min €6
8.1.2 Visa Gold Annual Fee - Residents	€53
8.1.3 Visa Gold Annual Fee - Non Residents (when current a/c in Foreign currency)	€126
8.1.4 Supplementary Card Annual Fee - Gold	€21
8.1.5 Card Re-issue/ Replacement - Gold	€11
8.1.6 Pin Re-issue/ Replacement - Gold	€11
8.1.7 Charges on arrears on the overdue amount per month	3% , min €10
8.1.8 Charges on excess of limit	2% , min €6
8.1.9 Unblocking of visa card (blocking due to arrears only)	€10
8.1.10 Notification Letter fee	€20
8.2 VISA CLASSIC	
8.2.1 Visa Classic Cash Withdrawals from ATM and branch networks of all banks in Cyprus and abroad	3.33%, min €6
8.2.2 Visa Classic Annual Fee - Residents	€37
8.2.3 Visa Classic Annual Fee - Non Residents (when current a/c in foreign currency)	€53
8.2.4 Supplementary Card Annual Fee - Classic	€21
8.2.5 Card Re-issue / Replacement - Classic	€11
8.2.6 Pin Re-issue/ Replacement - Classic	€11
8.2.7 Charges on arrears on the overdue amount per month	3% , min €10
8.2.8 Charges on excess of limit	2% , min €6
8.2.9 Unblocking of visa card (blocking due to arrears only)	€10
8.2.10 Notification Letter fee	€20
8.3 VISA ELECTRON	
8.3.1 Electron Annual Fee - Residents	Free of charge
8.3.2 Electron Annual Fee - Non Residents	Free of charge
8.3.3 Electron Cash Withdrawals - HB cash points	Free of charge
8.3.4 Electron Cash Withdrawals - Other cash points	Free of charge
8.3.5 Card Re-issue / Replacement - Electron - including card renewals	€11
8.3.6 Pin Re-issue / Replacement - Electron	€11
8.4 VISA CURRENCY CONVERSION FEES	
8.4.1 Currency conversion fees for transactions made in currencies other than euro or Swedish Krona	2.90%
9. INTERNET BANKING	
9.1 eSGBCy	
9.1.1 eSGBCy - Natural Person	Free of charge
9.1.2 eSGBCy - Legal Entities	Free of charge
10. SAFE DEPOSIT BOXES	
10.1 SAFE DEPOSIT	
10.1.1 Annual fee Small deposit box (period of rental 01/01 to 31/12) proportional	€75 + VAT + STAMP DUTY
10.1.2 Annual fee Medium deposit box (period of rental 01/01 to 31/12) proportional	€115 + VAT + STAMP DUTY
10.1.3 Annual fee Large deposit box (period of rental 01/01 to 31/12) proportional	€150 + VAT + stamp duty
10.2 VISIT FEE	
10.2.1 Visit fee to safe deposit per visit from the 4th visit (first three visits per year free of charge)	€15 + VAT
11. OTHER SERVICES	

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11.1 HOLD MAIL / USE OF BANK'S ADDRESS	
11.1.1 Hold mail	€70 + VAT per annum per customer
11.1.2 Mail returned to bank due to incorrect address	€6
11.2 FAX/EMAIL FEES	
11.2.1 Fax. E-mail Fees - Cyprus	€2.20 per page
11.2.2 Fax Fees - Overseas	€3.20 per page
11.2.3 Swift (Outgoing) Confirmation by email	€ 2
11.2.4 Second (DR/CR) Advice by email	€ 2
11.3 POSTAGES	
11.3.1 Postages - General - Cyprus	€1.50 + stamps
11.3.2 Postages - General - Overseas	€2.50 + stamps
11.3.3 Postages - LC/LG - General	All charges debited to Customers
11.4 PAST TRANSACTIONS	
11.4.1 Investigation on past transactions (all types of transactions where it is possible to investigate)	0-6 months -->€50, over 6 months -->€100
11.5 OTHER CHARGES	
11.5.1 Courier Charges – DHL, Aramex, Fed-Ex etc. (less than 1 Kg)	Local €15 , Overseas €35
11.5.2 Setting up of clients Test Key	€ 108
11.5.3 Test Key yearly fee - Individuals	€ 36
11.5.4 Test Key yearly fee - Companies	€ 72
11.5.5 Closing of account	€ 11
11.5.6 Dormant Account Quarterly Fee	€ 15
11.5.7 Indemnities	Stamp Duty
11.6 CERTIFICATES / REFERENCES	
11.6.1 Certificate of Balances and/or interest	€15 (last year), €40 (previous years)
11.6.2 End of Year Certificate for auditors/accountants	€ 65(additional €30 if securities are reported)
11.6.3 Reference Letter / Status Report	€32
11.6.4 Ad Hoc issue of statement or voucher for visa	€2 per page, Min €15 - Max €8.5 per page
12. TRADE FINANCE - LETTERS OF CREDIT / BILLS FOR COLLECTION	
12.1 EXPORT CREDITS (ELC)	
12.1.1 Pre-advising Commission	€ 21.50
12.1.2 Advising Commission	0.1% min €27, max €105
12.1.3 Confirmation Commission	Depends on issuing bank and country involved (Rate as quoted by HO Paris)
12.1.4 Amendment Commission	€ 32.50
12.1.5 Non utilisation Commission	€ 32.50
12.1.6 Sight Handling Commission	0.25%, min €54
12.1.7 Payment Commission - charged in addition to Acceptance commission	0.2% min €54, max €160
12.1.8 Transfer of Credit Commission	0.45% per quarter, min €54
12.1.9 Assignment of Proceeds Commission	€54 per assignment (normal procedure), 0.15% min €54 (conditional procedure)
12.1.10 Acceptance Commission	0.45% per quarter or part thereof (first three months), min €54, thereafter 0,15% per month or part thereof
12.1.11 Deferred Payment commission	0.45% per quarter or part thereof (first three months), min €54, thereafter 0,15% per month or part thereof
12.1.12 Negotiation Commission	0.2%, min €54, max €160
12.1.13 Discrepancy Fees	€54 per set
12.2 IMPORT CREDITS (ILC)	
12.2.1 Import Credit Pre-advice commission	€ 54
12.2.2 Import Credit Pre-advice SWIFT charges	€ 54
12.2.3 Import Credit Opening Commission	0.175% monthly or part thereof, min 0,525%, min €56.5 + Stamp Duty
12.2.4 Import Credit Extension Commission	0.175% per month or part thereof
12.2.5 Import Credit Handling/Negotiation Commission	0.25%, min €150
12.2.6 Import Credit Acceptance Commission / Deferred Payment commission	0.525% per quarter or part thereof (first three months), min €55, thereafter 0,175% per month or part thereof
12.2.7 Import Credit Amendment Commission	€ 54
12.2.8 Import Credit Unutilised Cancellation Commission	€ 54
12.2.9 Import Credit Correspondent Charges	All charges to be debited to customer
12.2.10 Import Credit opening SWIFT charges	Min €105, max €190
12.2.11 Import Credit amendment SWIFT charges	€ 54
12.2.12 Same day LC Processing Fee	€54 min, €105 max
12.2.13 Refinancing Commission LC	Period up to 90 days €87.50, Period between 90-180 days €164
12.3 STANDBY CREDITS	
12.3.1 Standby Credit Opening Commission	1.75% p.a. calculated on a quarterly basis, min €160 + Stamp Duty
12.3.2 Standby Credit Amendment Commission	€ 54
12.3.3 Standby Credit opening SWIFT charges	Min €105, max €190
12.3.4 Standby Credit amendment SWIFT charges	€ 43

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12.4 OUTWARD BILLS FOR COLLECTION	
12.4.1 Outward Bills Handling / Payment Commission - Clean Bills/Documentary Bills	0.1%, min €54, max €105
12.4.2 Outward Bills Advising / Free of Payment Commission	0.1%, min €54, max €105
12.4.3 Outward Bills Tracers	€10.50 per tracer plus swift charges €15
12.4.4 Outward Bills Correspondent Charges	All charges to be debited to customer (if not drawee's a/c)
12.4.5 Courier charges	€ 54
12.4.6 Cancellation commission for returned outward bill(clean) due to insufficient funds(foreign cheques for collection)	0.10%, Min €5 max €20
12.5 INWARD FOREIGN BILLS FOR COLLECTION	
12.5.1 Inward Bills Handling / Payment Commission - Clean Bills / Documentary Bills	0.1%, min €65, max €140
12.5.2 Inward Bills Avalization Commission - Clean Bills / Documentary Bills	0.525% per quarter or part thereof (first three months), min €55, thereafter 0,175% per month or part thereof
12.5.3 Inward Bills Protest Fees - Clean Bills / Documentary Bills	€ 27
12.5.4 Inward Bills Returned Unpaid - Documentary Bills	claim charges from remitting bank €26 Handling plus courier/postages plus swift charges
12.5.5 Inward Bills Tracers - swift Charges	€ 15
12.5.6 Inward Bills Correspondent Charges	All charges to be debited to customer
12.5.7 Bills Discounted Commission	0.25%, min €11
12.6 OTHER LC CHARGES	
12.6.1 Placing of goods in Warehouse	0.1% of goods value, per quarter min €54
12.6.2 Release of goods from Warehouse	€27 per release
12.6.3 Confirmation of Warehouse for goods in bonded	€43 per confirmation
12.6.4 Inspection of goods in Warehouse	€108 per visit
12.6.5 Promissory Note	Stamp Duty
12.6.6 Bill of Exchange	Stamp Duty
13. LETTERS OF GUARANTEE	
13.1 LETTERS OF GUARANTEE ISSUED	
13.1.1 Issuing Commission	1,80 % per annum, or 0,15% per month - one quarter to be calculated for minimum charge i.e. 0,45% per quarter - min €43 + Stamp Duty
13.1.2 Extension Commission	0.15%, per month of extension, min €21.50
13.1.3 Amendment Commission	€ 54
13.1.4 Swift charges for issue	Min €105, max €190
13.1.5 Swift charges for amendment	€ 43
13.1.6 Commission for Indemnities to Shipping Cos. for Missing Bills of Lading under l/c (Ship. Guar.)	€21.50 + stamp duty
13.1.7 Endorsement - Airway Bills, Notifications	€ 11
13.2 LETTERS OF GUARANTEE RECEIVED	
13.2.1 Advising commission	€ 54
13.2.2 Amendment commission	€ 43
14. CREDIT FACILITIES	
14.1 FEES	
14.1.1 Arrangement Fee (Retail/SME)	0.5%-1.25%, min €50
14.1.2 Arrangement Fee (Large Corporates)	0.5%-1.25%, min €100
14.1.3 Documentation Fee	€40 only if no security + EUR20 for each security document
14.1.4 Annual Renewal of Facilities Fee -Individuals /Corporate	0.75% -1.25%, min €40/€70
14.1.5 Rescheduling fee	0.25% -1%, min €55
14.1.6 Termination Fees	0.05% Min €50
14.1.7 Withdrawal fee for each drawdown of unutilised portion of loan	€20 per withdrawal
14.1.8 Authorized Temporary limit fee (Limit max 1 month)	0.75% per month, min €50 for Individuals, €100 for Corporates
14.1.9 Facility prepayment fees	Six months interest, min 2% on the amount prepaid for not CCA facilities, as per legislation for CCA facilities
14.1.10 Mortgage release(excludes refinancing facilities)	€51.50 in cases of early repayment
14.2 CHARGE ON EXCESS / OVERDUE INSTALMENTS LETTERS	
14.2.1 Excess/Due instalments Letter to Borrower	€ 20
14.2.2 Excess/Due instalments Letter to Guarantor	€ 20
14.2.3 Third Excess/Due instalments Letter to Guarantor	€ 20
14.2.4 Telephone Charges for excess, arrears, visa arrears(exclude calls for visa fraud alert)	Local €2, abroad €4
14.2.5 Excess on overdraft not regularised on due date as per approval(exclude debit due to interest, charges and fees)	€15.50 for every debit entry
14.2.6 Fees on loan arrears	€30 per unpaid loan instalment
15. RESEARCH AND REPORTS	
15.1 RESEARCH	
15.1.1 Inquiry Fee (with credit reference agencies)	€17 local/ EUR35 overseas per investigation
15.2 REPORTS	
15.2.1 Companies - Cyprus - Complete Report	€32.50 per page new, €11 per page update



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15.2.2 Companies - Overseas - Complete Report	€54 per page
15.2.3 Companies - Cyprus - Structure	€21.50 new, €11 update
15.2.4 Individuals - Cyprus	€11 per page
15.2.5 Individuals - Overseas	€27 per page
15.3 SEARCH IN CREDIT INFO	
15.3.1 Information Search	€ 2
15.3.2 Information Report	€ 10
15.3.3 Relationship Report	€ 10
15.3.4 Structure Report - Update	€ 20
15.3.5 Structure Report - On Line	€ 10
15.3.6. Enhanced Report - Update	€ 30
15.3.7 Enhanced Report - On Line	€ 15
15.3.8 CS Credit Report -Update	€ 45
SPECIAL NOTE:	
EU & EEA currencies traded EUR, GBP, CHF, CZK, DKK, HUF, NOK, PLN, SEK.	
* OUTGOING PAYMENTS IN EU&EEA CURRENCIES SHOULD ALWAYS BEAR THE OPTION "SHA". The "OUR" OPTION FOR SUCH PAYMENTS IS AVAILABLE WHEN INVOLVING EXCHANGE OPERATION ONLY	