



# TARIFF GUIDE

2024 UPDATED VERSION

## 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

Interim/duplicate statement	Kes 100 per sheet
E-statements	Free

### 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	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
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### Demand Draft

Local bankers cheque	Kes 200 per cheque
Foreign currency Bankers cheques processing fee	Kes 500 or equivalent
Bankers cheques stop payment with indemnity)	Kes 2,500
Bankers cheques 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 (Exclusive of Excise Duty)

25 leaves	Kes 500 per cheque book
50 leaves	Kes 1,000 per cheque book
100 leaves	Kes 2,000 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 / Swift Transfer

RTGS outward payment	Kes 500 flat
RTGS Inward payment	Free
Foreign incoming payment - business other currencies	USD 10
Foreign incoming payments - individual	USD 5
Swift Outward payment -	Kes 1,500 flat
Receivable from abroad - Non account holder	Kes 2,500 flat
Amendments	Kes 1,250
Tracers	Kes 1,250
Re-calls/ Cancellation	Kes 1,250

### EFT

Outward payment	Kes 300 per transaction
Inward Local EFTs	Kes 10 per transaction

### Salaries processing

In our books (internal transfers)	Free
Electronic upload	Kes 120
Manual processing	Kes 300

### Standing Orders

Setting up	Kes 300
Amendment	Kes 300
Stopping	Kes 300
Processing-local	Kes 300 per item
Unpaid standing orders	Kes 3,000 per standing order

### 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
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### Mobile Banking Charges (Exclusive of 15% duty)

Item	Cost (KES)	Amount Transferred	Cost(KES)
Registration/Activation	Free	1	100
SMS Alerts	5	101	500
Balance enquiry	10	501	1,000
Full statement	20	1,001	1,500
Mini statement	15	1,501	2,500
Forex rates request	15	2,501	3,500
Cheque book request	15	3,501	5,000
Funds Transfer to own account	30	5,001	7,500
Funds Transfer to another BOA Account	30	7,501	10,000
Funds Transfer to other Bank account	500	10,001	15,000
Cardless withdrawal	60	15,001	20,000
Change pin	10	20,001	25,000
Airtime top-up	5	25,001	30,000
Bill payment	30	30,001	35,000
		35,001	40,000
		40,001	45,000
		45,001	50,000
		50,001	70,000
		70,001	150,000

### Pesa Link transaction

Amount (Kshs)	Cost (Kshs)
10 -1000	15
1,001 - 1,500	15
1,501 - 5,000	30
5,001 - 10,000	50
10,001 - 50,000	100
50,001 - 100,000	110
100,001 - 500,000	180
500,001 - 999,999	200

### Cards

Item	Cost (Kshs)
New Card	
VISA Classic	750
Card Replacement	
VISA Classic	750
Card annual fee	750
Toucan(Pre-paid card)	1000
Card Reload	100
Balance inquiry	Free
Mini statement	Free

### Electronic Banking - BOAWeb

Corporate	Kes 1,000 per month
SME	Kes 500 per month
Individual	Kes 100 per month
Transactional charges	As per BOA-K standard tariff (Herein)

## Other Services

### Bankers Opinion

Local	Kes 1,000 per opinion
Foreign	Kes 1,000 + courier charges/postages
GOK Treasury Bills/Band Tenders	Kes 5,000 per tender

### Loan Related

EDD (early drawdown fees)	3 % of the amount (min 10,000)
Admin extension fee	0.5 % of principal amount
Effects Not Cleared (ENC) fees	3% of the amount (Minimum Kes 1000)
Loan clearance letter	Kes 1000 (Exclusive of tax)
Late return of LOO	After 3 months, Kes 5,000 thereafter Kes 5,000 for each subsequent quarter

### General Enquiries Account

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	Kes 500 per confirmation
Misc. Statement/report	Kes 300 per statement
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 (over 1 year ) Kes 500

## 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 FYC draft payable in Kenya	Kes 500 flat

### Dormant account

Dormant (current A/C) monthly charge	Kes 500
Dormant (savings A/C) monthly charge	No charge
Dormant (Account Reactivation)	Kes 150

## CUSTODIAL SERVICES

Treasury Bills	Kes 2,500 per bid
Treasury Bonds	Kes 7,500 per bid.

## Trade

### Import Letter of Credit

Opening commission	
Corporate	0.5% for 3months,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)	Actual courier charges
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)	Actual courier charges

### 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
Extension commission	Kes 250
Local bills sent for collection	Kes 1,000 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 the 1st quarter, thereafter min. Kes 500 for subsequent quarters.
SME & Retail	1% per quarter, min. Kes 5,000 for the 1st quarter thereafter min Kes 500 for subsequent quaters

### Salary advances

Band (Kshs)	Cost (Kshs)
< 5,000	500
5001 - 10,000	750
10,001 - 20,000	1,000
20,001 - 50,000	2,000
50,000 - 100,000	4,000

## Excise Duty:

20% - All loan related fees and commissions

15% - All other fees and commissions