

Account Services (For Business Accounts)

Category	Charge per item
Cheques Collected	40p
Each Credit paid in	40p
Cheques Debited	40p
Direct Debits	40p
Standing Orders	40p
Cash Credits	30p per £100
Audit Confirmation Letter	£30 + VAT
Limited Company Account set up fee	£25
Quarterly Business Charge	Minimum £10
Weekly Statement	£13 per quarter

Account Services (For Business & Personal Accounts)

Category	Charge per item
Copying Service	
1. Copy Statements	£5 per statement
2. Copy of Presented Cheque	
- Within 6 months	£5 per cheque
- Over 6 months	£5 per cheque plus retrieval cost from storage minimum £50
Bank Reference Letter or Status Enquiry	£20 + VAT
Exchange of notes and coins	50p per £100 (Minimum £1)
Personal Data Access Request	£10
Standing Order set up fee	£5
Handling charge on all foreign currency account	
1. Cash deposits	1.5% (minimum £3 or its equivalent)
2. Cash Withdrawals	1% (minimum £3 or its equivalent)

Unauthorised Overdraft

- This is not applicable to savings account
- A standard debit interest rate of 10% above BEA's base rate (for daily base rate, please enquire within) is applicable if you are over your overdraft limit.
- In addition, there is also a £15 administration charge for making a telephone call, forwarding a letter or fax message to you concerning the unauthorised overdraft.
- It is your responsibility to keep your account within your overdraft limit at all times.

Deposit Services

Category	Charge per item
Unpaid Items	
1. Return of cheques, standing orders, direct debits due to insufficient funds or other reasons	£25
2. Unpaid Item received in	£5
Stop Cheque	£10
Account closed within 6 months from date of opening	£10 per account (or its equivalent in any deposit currency)
Savings account	
1. Report loss of passbook	£10 (or its equivalent in any deposit currency)
2. Passbook damaged	£10 (or its equivalent in any deposit currency)
Special Presentation of cheque	£20
Cancellation of Fixed Deposit before maturity date ¹	£10

Safe Deposit Box

Category	Charge per box
Type Height Width Depth	Yearly Rental
A 3" 10" 22"	£90 + VAT
B 5" 10" 22"	£150 + VAT
C 10" 10" 22"	£230 + VAT
D 22" 16" 22"	£450 + VAT
E 44" 16" 22"	£1000 + VAT
Refundable Deposit per box (including 2 keys)	£50.00
Report loss of key	
- 1 key	£50.00
- 2 keys (including charge for box to be opened by locksmith)	£300.00

Bureau de Change

Category	Charge per item
Money exchange ²	
Exchange of foreign currency notes	1% (Minimum £3)

¹ With loss of interest

² We only accept EURO notes under EUR50 for exchange

Remittance

Category	Charge per item
Inward Remittance	
1. Cheque sent for collection	£20
2. Inward Remittance Fee	£5
Outward Remittance ³	
Local Remittance	
1. Chaps	£20
2. Bank Cheque	£10
Overseas Remittance	
3. Telegraphic Transfer	25p per £100 Minimum £10 Maximum £40 Cable charge £10
4. Mail Transfer	25p per £100 Minimum £10 Maximum £30
5. Demand Draft	25p per £100 Minimum £10 Maximum £30
6. Amendment on Remittance	£15
7. Cancellation of Remittance	£15

Cyberbanking Services

Category	Charge per item
Payment	
1. Domestic	Free
2. Overseas to BEAHK	£10 HK\$150 US\$20 €20

³ BEA is entitled to reimbursement from the applicants/remitters for all charges incurred outside the UK