

# Schedule of Charges for Business Customers

Northern Ireland  
Effective  
July 2017

Bank of Ireland  UK

Northern Ireland's Enterprise Bank

## Transaction Fees on Business Accounts

Transaction and account maintenance fees are payable on all business current accounts, based on account activity. These are calculated on a quarterly basis and, following at least 14 days notification, are charged to your account. Charges are applied in March, June, September and December.

Business Account Charges and Definitions		
Automated Transactions	Any transaction to your account through any automated central infrastructure including <ul style="list-style-type: none"> <li>▶ BACS<sup>1</sup></li> <li>▶ Direct Debits<sup>2</sup></li> <li>▶ Automated Credits</li> <li>▶ ATM withdrawals</li> <li>▶ Visa Debit Card Transactions (including contactless payments)</li> </ul>	Free
Standing Orders	A payment set up on your account to pay another account on a pre-arranged date and frequency	Free
Manual Transactions	Transaction that is not automated or electronic and requires paper to be processed - typically branch debits, branch credits, credit transfers, cash debits	£0.80
Remittance Items	Cheques / postal orders drawn on another account, lodged to your account	£0.90
Cheques Issued	Cheques drawn on your account	£0.95
Notes Lodged / Withdrawn	Notes lodged to your account or withdrawn from your account	£0.90 per £100
Notes Exchanged	Exchanging one denomination of bank notes for another <sup>3</sup>	£1.40 per £100
Coin Handling	The provision of coin or accepting coin <sup>3</sup>	£1.40 per £100
Quarterly Maintenance Charge	This will be charged to your account every 3 months	£25.00

<sup>1</sup> The standard charge for an automated transaction applies to the submission of a bulk payment file via Business on Line or BACSTEL IP. Individual BACS payment instructions (wage or creditor payments) within payment files are charged at £0.12. Other costs may apply - please refer to the 'Electronic Banking Fees and Charges' section for detail.

<sup>2</sup> Additional charges apply to Direct Debit Origination. Please refer to the 'Electronic Banking Fees and Charges' section for detail.

<sup>3</sup> Due to cut-off times for processing the charges relating to these transactions, the charge for notes exchanged and coin lodged on the last day of the quarter will be included in next quarter's charging period.

## Electronic Banking Fees and Charges

When signing up to Business On Line for the first time, the subscription charge is waived for 6 months from the date you first log on.

The fees and charges detailed below are payable for electronic banking transactions and services. These are in addition to any relevant transaction fees detailed in the 'Transaction Fees on Business Accounts' section.

Business On Line	
<b>Business On Line Monthly Subscription charge</b>	
Subscription charge	£5.00 per month
<b>Business On Line Transaction charges (per item)</b>	
Domestic Payments Account Transfer (interbranch) Account Transfer (interbank) Third Party (interbranch) Third Party (interbank)	No BOL Charge No BOL Charge No BOL Charge No BOL Charge
BACS (Direct Pay/Direct Credit/Direct debit profile within BOL)	£0.12 per instruction
CHAPS Interbank payments by BOL (outbound)	£21.00
Payment in Euro to EU member states (and Iceland, Norway, Liechtenstein) 1 working day <sup>4</sup> Same day	No BOL charge £25.00
Payment in GBP to UK (Same Day) Payment in USD to US (Same Day)	£25.00
Payment in all other currencies 1 working day <sup>4</sup>	£25.00
Payment in all currencies from Northern Ireland to BOI branches in Republic of Ireland (Same day)	£10.00

<sup>4</sup> Funds will be debited on value date and the beneficiary's bank will be credited on the next working day

Please note the following conditions:

- (i) Third party foreign bank charges on returns and queries may apply.
- (ii) Same Day relates to payments credited to the beneficiary's bank on the same day.
- (iii) Branch cut-off times are available in our branches.
- (iv) Business On Line (BOL) cut-off times are available on our BOL help screens or at [www.boi-bol.com](http://www.boi-bol.com)
- (v) Cross Border Same Day credit transfers are available in certain currencies only and to certain countries only. Further information is available in branch.
- (vi) In relation to unpaid debits further charges will apply.

## Electronic Banking Fees and Charges (contd)

### Direct Debit Origination via Business On Line or BACSTEL IP

Initial Set Up Cost	£100.00 Membership of Direct Debit Scheme
Payment file submission charge	Standard charge for an automated transaction
Direct Debit Instruction	£0.12 per Direct Debit instruction
Service Charge	No Charge
Overlimit Charges (BACSTEL IP only)	£50.00
Ancillary Charges	No Charge
Issue of BACSTEL IP Smart Card	£50.00

### Bulk BACS (wage/creditor payments) via BACSTEL IP

Set Up Cost	£100.00
Payment file submission charge	Standard charge for an automated transaction
Payment instruction within a bulk file	£0.12 per instruction
Service Charge	No Charge
Overlimit Charges	£50.00
Ancillary Charges	No Charge
Issue of BACSTEL IP Smart Card	£50.00

### Bulk BACS (wage/creditor payments) via Business On Line

Set Up Cost	No Charge
Payment file submission charge	Standard charge for an automated transaction
Payment instructions within a bulk file	£0.12 per instruction
Service Charge	No Charge
Overlimit Charges	No Charge
Ancillary Charges	No Charge

## Electronic Banking Fees and Charges (contd)

Banking 365 (sole traders only)	
Set Up Cost	No Charge
Transaction Charge	Business Transaction Fees Apply
Service Charge	No Charge
Overlimit Charges	No Charge
Ancillary Charges	No Charge

Specialised Electronic Banking Services	
<b>Winbits (Service available only to existing users)</b>	
Winbits Annual Service Fee	£30.00
Direct Pay, Debit, Credit services via Winbits	£0.045 per transaction
<b>MT940</b>	
First Account	£31.50 per month
Every subsequent account	£15.75 per month
<b>MT101</b>	
Payments outside BOI	£25.00 per transaction
<b>Account Reconciliation (ACCREC - BLAST)<sup>5</sup></b>	
Transaction Charges	
Cheque reconciliation	£0.03 per transaction
Account reconciliation & DD unpaid reconciliation	£0.05 per transaction

<sup>5</sup> BLAST software required for this service. Installation and modem charges are applicable and charged directly by 3rd party provider.

The fees and charges above refer to specialised electronic banking services. For further information please contact our electronic banking sales team 0345 604 5552. Local call rates apply. Call costs may vary depending on your service provider.

## Business Packages

### Small Business - New Start-Up Customers

Two year fee deal:

- ▶ Year 1: A 100% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section of this brochure) will apply.
- ▶ Year 2: A 50% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section of this brochure) will apply.
- ▶ During this 2 year fee deal, if you lodge over £10,000 in notes per quarter, 50% of the standard fee for notes lodged is charged on the excess amount over £10,000 per quarter.
- ▶ All other standard charges apply, including Electronic Banking, Foreign Exchange and Service Charges. These are outlined throughout this brochure.

### Small Business - Growth Customers

Three year fee deal:

- ▶ Years 1&2: A 100% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section of this brochure) will apply.
- ▶ Year 3: A 50% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section of this brochure) will apply.
- ▶ During this 3 year fee deal, if you lodge over £10,000 in notes per quarter, 50% of the standard fee for notes lodged is charged on the excess amount over £10,000 per quarter.
- ▶ All other standard charges apply, including Electronic Banking, Foreign Exchange and Service Charges. These are outlined throughout this brochure.

### Business Agri Package

Three year fee deal:

- ▶ Years 1&2 : A 100% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section) will apply.
- ▶ Year 3: A 50% discount on standard transaction fees (as outlined in the Transaction Fees on Business Accounts section of this brochure) will apply.
- ▶ During the 3 year fee deal, if you lodge over £10,000 in notes per quarter, the standard fee for notes lodged is charged on the excess amount over £10,000 per quarter.
- ▶ All other standard charges apply including Electronic Banking, Foreign Exchange and Service Charges. These are outlined throughout this brochure.

### Business Packages No Longer On Sale (but may be held by existing customers)

Essentials for Business - Small Business Package

- ▶ A 100% discount on transaction fees (as outlined in the Transaction Fees on Business Accounts section) will apply.
- ▶ If you lodge over £10,000 in notes per quarter, the standard fee for notes lodged is charged on the excess amount over £10,000 per quarter.
- ▶ The Business On Line subscription charge is free for the first two years. Thereafter, standard Business on Line fees will apply. These are outlined in the Electronic banking Fees & Charges section of this brochure.
- ▶ All other standard charges apply including Electronic Banking, Foreign Exchange and service charges. These are outlined throughout this brochure.

## Foreign Exchange

### International Drafts & Payments

Inward International Payments:	
▶ Bank of Ireland UK customers	£6.00
▶ Others	£15.00
Outward International Payments <sup>7</sup>	£25.00
Transfers to Bank of Ireland, Republic of Ireland	£10.00

<sup>7</sup>An additional charge of £10.00 will apply if Beneficiary Bank Account details are quoted incorrectly.  
For some payments within the EU / EEA, transaction charges relating to Telegraphic Transfer (TT) payments must be shared between the payer and payee.

### Foreign Exchange Commission

Forward Transactions	No Charge
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### Foreign Cheques

Foreign Cheques sent for Collection	0.2% of the sterling value (min £25.00, max £75.00).
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Foreign bank charges may also be applied.

### Ancillary Charges

Status Reports on parties abroad	£15.00 + VAT
Cheque Encashment facility abroad	£20.00

### Euro Payments

No charges will apply if a payment request is in Euros and meets the following criteria:

- ▶ You provide the IBAN of the beneficiary
- ▶ You provide the BIC of their bankers
- ▶ You provide the beneficiary's name and address
- ▶ You do not specify the value date
- ▶ When completing the instruction you must select the charges **shared** option

Bank of Ireland UK standard charges will apply if the payment is in a currency other than Euros or:

- ▶ The payment amount is in Euros but going to a country outside of the EU/EEA
- ▶ You do not supply the beneficiary's IBAN or BIC or if you supply an incorrect IBAN / BIC

### Additional Charges for Currency Account transactions

Cheques issued	£1.00
Currency note lodgement/withdrawals	1% of value, £3.00 min
Maintenance fee	£10.00 per quarter <sup>8</sup>

<sup>8</sup>There are no maintenance fees provided an average quarterly credit balance of £10,000 or equivalent of this sum in any other currency is maintained. If the average quarterly credit balance falls below £10,000 or equivalent of this sum in any other currency during the quarter, a maintenance fee will apply.

## Unauthorised Borrowing Charges

You should always discuss your borrowing requirements in advance. Unauthorised Borrowing Charges can be avoided by ensuring that there is sufficient money in your account or a sufficient overdraft facility to cover all your outgoings. Where there is not enough money in your account or overdraft facility to cover all items that are presented for payment, the following charges apply:

	Charged When	Price
Referral Item Fees	<b>These items are paid.</b> The charge is levied on each of these items up to a maximum of 3 per day.	£19.00 per item
Unpaid Items (out)	<b>These items are returned unpaid "bounced".</b> The charge is levied on each of these unpaid items.	£38.00 per item

You will also pay a higher rate of interest on the unarranged overdrawn amount. For details refer to your Account Manager or our brochure A Guide to Banking for Business Customers and our Rates & Products Guide.



## Service Charges

For additional services provided, a charge may be made. These apply irrespective of the type of account or whether the account is operated in credit or debit. These charges are in addition to transaction fees and are usually debited at the time the service is provided.

Service Charges	
Bank Report for Audit	£30.00 min
Bills Collected	£7.50
Certificate of Balance	£7.50
Certificate of Interest (duplicate only)	£7.50
Card Replacement (Business Visa Debit Card)	£7.00
Cheque Retrieval	£25.00 per hour/ 50p per cheque
Credit Transfers (3rd party)	
▶ Customers (mail order, other financial Institution only)	£5.00
▶ Non Customers (all)	£7.00
Direct Debits	
▶ Set Up	No Charge
▶ Cancellation	No Charge
Drafts	£10.00
Duplicate Statement	£7.00 per sheet
Gift Cheques	£3.00
Lending Fees (including overdraft)	
▶ Lending Set-up Fee Unsecured (Up to £25,000) All other lending	1% (min £100.00) Negotiable (min £100.00)
▶ Temporary Overdraft Set-up Fee	1% (min £100.00)
▶ Annual Overdraft Fee	0.5% (min £50.00)
Interbank Telegraphic Transfers (CHAPS)	
▶ Outgoing	£25.00
▶ Incoming	£5.00
Night Safe Facility	£7.50 per quarter
Releasing deeds on accountable receipt	£30.00

### Service Charges - continued

Special Presentations (initiating branch) ▶ By post & telephone ▶ At drawer counter	£10.00 £12.50
Standing Orders ▶ Manual payment ▶ Set Up / Amendment / Cancellation	£5.00 No Charge
Financial Enquiry Fee	£9.00
Stop Payment Instruction	£8.00
Term Deposit Breakage Fee	£25.00 min
Unpaid items ▶ In (collected on behalf of customer) ▶ Out for technical reason (e.g. unsigned cheque)	£6.00 £38.00

### International Visa Debit Card Transaction fees

These fees are debited from your account at the time of the transaction.

Non-sterling transaction fee -for buying goods or services abroad with a Debit card	2.75% of the amount spent
Non-sterling cash fee - for withdrawing cash from cash machines outside the UK and some cash machines in Ireland (excluding Bank of Ireland machines). The machine will give you notice that you may be charged.	£1.50 plus 2.75% of the amount withdrawn

## Legal Service Fees

Approval and sealing of Documents	£55.00
Preparation of Assignment of Deposit, Letter of Set-Off and other miscellaneous legal forms and connected documents	£70.00
Preparation of Guarantees, Indemnities, Debentures, Chattel Mortgages	£200.00
Preparation of special Life Policy Assignment ▶ Company ▶ Personal	£100.00 £60.00
Report on Memo Articles of Association, Rules and Bye-laws of Corporate Bodies, Trust Account, Partnership Account, Power of Attorney and similar terms	£50.00
Company Searches (including outlays)	£15.00
Priority, Pari passu and Postponement Agreement ▶ Each	£70.00
Subordination Agreement and similar documents ▶ Each	£70.00
Contract Performance Bond, Bank Guarantee etc	£75.00

# Points to Remember

All credit facilities are subject to status. Bank of Ireland UK is a responsible lender and considers your financial circumstances when assessing your application.

The fees and charges listed are variable, and the Bank reserves the right to amend them from time to time. For further information please call us on:

**0345 6016 157**

Local call rates apply. Call costs may vary depending on your service provider.

This document can be made available in Braille, large print or audio upon request.

Please ask any member of staff for details.

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**[bankofireland.co.uk/business](http://bankofireland.co.uk/business)**

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UK37-1008N.13 (07/17)