Service Charges Schedule (Advances)

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Purchase / Discount of Documentary / Clean Bills:

A 1	Clean Bills Purchase				
	Description	Applicable Rate *		Interest	Collection/Other Charges
	Demand Drafts / As Pay Orders (issued by other banks)		er	pricing	₹100/- + GST Out of pocket expenses as applicable. (to be debited manually)
	Cheques / Bills (other than Demand Drafts / Pay Orders (issued by other banks)	As p	oer	pricing	₹ 100/-+ GST Out of pocket expenses as applicable.(to be debited manually)
A2	Discounting of Door regular bills limit is		-	-	sance) not Backed by LC and where our of the party
	Description	Applica Rate (p		Interest	Collection/Other Charges
	Bills with Usance period up to 180 days:	- 1 - 5		pricing	₹500/- + GST Out of pocket expenses as applicable. (to be debited manually)
	Bills with usance period above 180 days and up to 1 year	As per pricing policy		pricing	₹ 1200/-+ GST Out of pocket expenses as applicable.(to be debited manually)
A3	Discounting of Doo	ument	ary I	Bills(Us	ance) Backed by ILCs
	Description		Inte	plicable erest te (p.a.)	Collection/ Other Charges
	Bills with Usance up to 180 days:	period	As pric poli	pe cing icy	Out of pocket expenses as applicable. (to be debited manually)



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	Bills with usance period above 180 days and up to 1 year	As per pricing policy	₹ 1200/-+ GST Out of pocket expenses as applicable.(to be debited manually)	
Notes	_	sanctioned	ance) not Backed by LC and where in favour of the party has been	

Inland Letter of Credit (ILC):

B1	ILCs (Revolving/ Non-Revolving facilities) established against margins below 50%				
	Estab	lished against r	margins below 50	0%	
	LC amount upto 5 crores	Usance Charges & Commitme	Internal Rating	Charges applicable per Month	
		nt Charges	1/2/3	0.20%+ GST 0.30%+GST	
				0.50%+GST	
	LC amount above 5 crores	Usance Charges & Commitme	Internal Rating	Charges applicable per Month	
		nt Charges	1/2/3	0.15%+ GST	
			4/5/6	0.23%+GST	
			7 or Below	0.38%+GST	
B 2	LCs established against	higher cash n	nargins.		
i)	100% cash margin	25% of norma	al charges as giv	en at B1	
ii)	Cash Margin 75% or above, but less than 100%	50% of norma	al charges as giv	en at B1	





iii)	Cash Margin 50% or above, but less than 75%	75% of normal charges as given at B 1.	
В 3	Amendments to LC		
B 3.1	In case of enhancement of value or / and validity of credit	Charges as applicable to establishing an LC, shall be recovered for the additional amount, and additional period of validity, subject to minimum of ₹1500/- plus GST	
B 3.2	Amendment other than extension of the validity period or increase in the value of L.C.	₹1000/- plus GST per amendment	
B 4	Other Charges		
B 4.1	LC Confirmation	Same as for opening ILC	
J 4.1	LO COMMINIATION	No charges for intra bank credit confirmation.	
		0.10% of ILC amount plus GST	
B 4.2	Advising ILC	Minimum: ₹1500/- plus GST	
		Maximum: ₹10000/- plus GST	
B 4.3	Negotiation charges	0.40% plus GST with a minimum of ₹500/- and Maximum ₹2000/- Plus discount at applicable rate of interest from the date of negotiation to the date of reimbursement.	
	1. Charges are to be recovered upfront when a LC is opened or amended and no refund may be allowed in any circumstances whatsoever, whether a credit is cancelled, is only partly availed of or expired wholly un availed of.		
	2. SFMS shall be recovered a	dditionally. For charges refer to Para J.	
3. While issuing a standby LC, service charges equivalent to commission on F or Performance Guarantee be recovered, according to the nature of the guprovided by the standby LC.			
	_	0% cash margin to borrowers who are exempted from the Bank, shall be charged at par with borrowers having	



Commission on Guarantees:

		Internal	Charges per Month	
C1	Bank Guarantee (BG)	Rating	Performance BG	Financial BG
	Issued against below 50% cash margins.	1/2/3	0.10%+ GST	0.15%+ GST
		4/5/6	0.15%+GST	0.20%+GST
		7 or Below	0.20%+GST	0.25%+GST
C2	Guarantees backed by 5	0% or above	cash margins.	
i)	100% cash margin	25% of normal charges as at clause C1		
ii)	Cash Margin 75% or above, but less than 100%	50% of normal charges as at clause C1		
iii)	Cash Margin 50% or above, but less than 75%	75% of normal charges as at clause C1		
C 3.1	Amendment in Bank Guarantees in case of enhancement of Value or/and validity	Same as in C1/C2		
C3.2	Amendment in Bank Guarantees other than enhancement of Value or/and validity	₹1500/- plus GST per amendment		



- 1. Commission shall be ordinarily recovered upfront for the period including claim period, if any, at the time of issue. Part of the month to be treated as a complete Month.
- 2. In cases where BG is issued for period of more than one year (excluding Claim Period) to top rated borrowers of the bank (i.e. borrowers having internal rating of 1,2,3) having satisfactory conduct of dealings with the Bank, the borrower(s) can opt for recovery of commission on Annual/Quarterly basis. However, the same shall be subject to additional charges as detailed below
 - An additional charge of 24bps per annum (i.e. 2bps per month) shall be applicable for borrower opting for recovery of commission on annual basis.
 - An additional charge of 36bps per annum (i.e. 3bps per month) shall be applicable for borrower opting for recovery of commission on quarterly basis.

The charges shall be recovered upfront at start of each quarter/ year as applicable.

- 3. Commission on issue of Bank Guarantees for beyond 3 year period (excluding Claim Period) will be 24bps per annum (i.e. 2bps per month) higher than the applicable charges.
- 4. Where the guarantee is tendered for cancellation before the date of its expiry, the Commission charged for the months or part of the month already expired to be retained in full while as 50% commission for the remaining un-expired period may be refunded.
- 5. BG issued against 100% cash margin to borrowers who are exempted from internal rating as per policy of the Bank, shall be charged at par with borrowers having internal rating of 1/2/3.

Illustration for computation of period for charging of commission;

A BG issued for 45 days with a claim period of 30 days is issued on 15.02.2024.

- Total period of BG 45-30=75 days i.e. 2.5 months.
- Since part of month is to be treated as full month as such commission at applicable rate will be charged for 3 months in place of 2.5 months.
- Date of opening of BG is 15.02.2024, as such commission will be charged till 15.05.2024 (i.e. 3 months from the date of opening of the BG).

Illustrations for computation of applicable rate of commission;

Financial BG against 25% cash margin to a borrower with internal rating "2".

Different scenarios for computing the applicable rate of commission based on the period of BG & option for payment of commission are given below

•		•	•
S.	Period of BG	Payment of	Calculation of
no	(excluding claim	Commission	applicable Commission
	period)		



			rate per month (excluding GST)
1	13 months	The borrower opts to pay all commission upfront	0.15%
2	13 months	The borrower opts to pay commission upfront on quarterly basis	0.15% + 0.03% = 0.18%
3	40 months	The borrower opts to pay all commission upfront	0.15% +0.02%=0.17%
4	40 months	The borrower opts to pay commission upfront on annual basis	0.15%+0.02%+0.02% =0.19%

Loan Processing Charges:

D 1	Fresh Sanctions				
D 1.1	•	Orking Capital facilities) and Non-Fund Facilities Other than working Capital)			
D 1.1.1	Upto ₹ 25000/-	NIL			
D 1.1.2	Above ₹ 25000/- Upto ₹ 2.00 Lakh	₹300/- +GST			
D 1.1.3	Above ₹2.00 Lakh	0.25% of the loan amount Plus applicable GST;			
D 1.1.0	7 IDOVO (Z.OO EGINT	Maximum ₹25.00 Lakh + GST			
D 1.2	Processing charge	s on Term Loans			
D 1.2.1	Up to ₹ 25000/-	NIL			
D 1.2.2	Above ₹ 25000/- up to ₹ 2 Lakh	₹300/- + GST			
D 1.2.3	Above ₹ 2.Lakh up to ₹ 1 Crore	0.25% of the loan amount Plus applicable GST			
D 4 0 4	Above # 4 Chara	0.50% of the loan amount Plus applicable GST			
D 1.2.4	Above ₹ 1 Crore	Maximum ₹25.00 Lakh + GST			
D 1.4	Processing charges on ADHOC Credit facilities/TODs				
D 1.4.1	Upto Rs 4.00 lakhs	Rs 1000 plus applicable GST			



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D 1.4.2	Above Rs 4.00 lakhs 0.25% of Adhoc/TOD amount plus applicable GST, subject to a minimum of Rs 1500 Plus applicable GST & Maximum of Rs 50000 Plus applicable GST.
NOTES	 LPC for extension in existing Adhoc facility shall be twice charges stipulated at D 1.4.1/ D 1.4.2 LPC shall not be applicable on Overdraft/Overdrawing allowed in operative Accounts (Current/CC/SOD) for the purpose of making mandatory Payments (i.e Insurance/ECGC Premiums, Guarantee Fee, Invocation of BGs, Devolvement of LCs etc)
D 1.5	Processing charges for Retail/ Schematic Loans
	Loan Processing Charges (LPC) for Retail/ Schematic Loans shall be recovered as per the charges incorporated in the Scheme Document. In case, LPC's are not incorporated in the scheme document, same shall be recovered as per Para D 1.1 & D 1.2 above.

D 2	Renewal Sanctions					
	Processing charges on Renewal of Fund & Non Fund based facilities					
D 2.1	Up to ₹ 25000/-	NIL				
D 2.2	Above ₹ 25000/- up to ₹ 5 Lakh	₹200/- + GST				
D 2.3	Above ₹ 5.00 Lakh	0.10% of the limit Plus Maximum ₹5.00 Lakh ı		GST		
D 3	Review of Term Loans	ew of Term Loans				
		Loan Limit	Charges	Maximum Charges		
D 3.1	Term Loans accounts* that are eligible for	Upto Rs 50.00.Crores	0.05% of Loan Limit	2.50 Lakhs		
	Review*	Above 50.00 Crores	0.10% of Loan Limit	5.00 Lakhs		
		*The review charges for only to fresh term loans revised Service charge	s sanctioned af	• •		
Notes:						



- In case of fresh credit facilities sanctioned in favour of a borrower, 50% of the Loan Processing charges to be recovered at the time of conveying of sanction to the borrower and balance 50% fee to be recovered at the time of execution of loan documents by the borrower.
- II. In cases of enhancement of existing fund and non-fund based working capital facilities, processing fee to be recovered in full after approval of enhancement is conveyed to the borrower.
- III. If enhancement allowed, the enhanced portion will attract the same charges as applicable to the fresh limits depending upon the type of facility sanctioned.
- IV. In cases of existing fund /non-fund based working capital facilities/ Term loan (eligible for review), the processing fee for renewal/ review at prescribed rate or at any other approved by C&CB, CHQ shall be deducted automatically on due date of renewal. However no charges shall be applied to exempted categories or where specific sanction for LPC waiver is in place.
- V. Until the charges are automated by Service Operation team, the charges shall be recovered manually as per existing mechanism.
- VI. In respect of Govt. sponsored schemes, no Loan processing charges will be levied unless specifically mention in the scheme.
- VII. No Processing Charges to be levied in following;
 - a. Limits sanctioned for Central Government Organizations & PSU companies categorized as Maharatna, Navratna and Miniratna.
 - b. Advances granted against deposits, Govt. Securities, Units of UTI, NSCs, KVPs, and IVPs.
 - c. The letters of credit established for procurement of machinery for which term loan stands already granted, no processing charges shall be levied.
- VIII. No exchange/remittance charges be levied on drafts /remittances made for disbursement of term loans sanctioned by the Bank.
- IX. In case of Consortium Advances, the processing charges shall be as decided in Consortium meeting Or Leader Bank.

Inspection Charges:

S.No	Loan/Limit	Charges
E.1	Upto Rs.10.00 Lakh/-	Actual expenses + Rs.1000
E.2	Above Rs.10.00 Lakhs upto 1 Crore	Actual expenses + Rs.2000
E.3	Above 1 Crore upto 5 Crores	Actual expenses + Rs.3000/-
E.4	Above 5 Crores	Actual expenses + Rs.6000/-



Notes:

- I. Inspection charges (excluding actual expenses) shall be deducted only once in a Financial year, irrespective of the frequency of inspections. Actual expenses shall be recoverable at the time of each inspection.
- II. The frequency of site visits/ customer visits by Branch Managers / Relationship Managers/Credit officers / Advance Managers/ other officials shall be defined by guidelines contained in Policy on Credit Dispensation and/ or the scheme guidelines and/or terms and conditions of the sanction letter.
- III. No Inspection Charges to be levied in loans sanctioned for Central Government Organizations & Limits sanctioned for Central Government Organizations & PSU companies categorized as Maharatna, Navratna and Miniratna.
- IV. Charges are exclusive of GST, which shall be applicable over and above the charges tabulated here-in-above.
- V. The charges are to be recovered per borrower entity, irrespective of number of facilities

Commitment Charges:

F1	Fund Based Limits (Working Capital) {To be calculated at the end of the quarter}		
LIMIT (in lakhs)	AVERAGE UTILIZATION LESS THAN 50%	AVERAGE UTILIZATION 50 % TO 70%	AVERAGE UTILZATION ABOVE 70%
Upto 10 Lakhs	No charges	No charges	No charges
Above Rs 10.00 Lakhs	0.50% (per annum) of the average unutilized limit plus GST, with quarterly application.	0.25 % (per annum) of the average unutilized limit plus GST, per quarter.	No charges
Note: No commitment charges shall be charged for Loans/limits which are specifically exempted under respective Schemes, for instance Loans upto Rs.100.00 lacs under Mortgage loan scheme for Traders of Agricultural Produce. F2 Term Loans			

Prepayment Penalty:

For limits exceeding Rs 100.00 Lakh

G 1 Pre-Payment Penalty			
G1.1	All credit facilities except following types of loans (G1.2 to G1.5)	Penal Charges @ 2.0% on amount pre paid. + Applicable GST	
G1.2	All floating rate term loan sanctioned, for purposes other than	No charges	

1.00% plus GST for delayed drawdown

drawdown schedule.

beyond three months from the specified



	business, to individual borrowers	
	with or without co-obligant(s).	
G1.3	Home loans on floating interest rate	No charges
	basis.	
G1.4	All loans to MSEs up to ₹ 50.00 lakh	No charges
	at fixed interest rate.	
G1.5	All loans to MSEs (irrespective of	No charges
	amount) at floating interest rate.	

G2 Forec	G2 Foreclosure charges /Takeover Charges		
G2.1	All credit facilities except following	2% on the outstanding in respect of loan	
	types of loans (G2.2 to G2.5)	shifted to other banks + Applicable GST	
G2.2	All floating rate term loan	No charges	
	sanctioned, for purposes other than		
	business, to individual borrowers		
	with or without co-obligant(s).		
G2.3	Home loans on floating interest rate	No charges	
	basis.		
G2.4	All loans to MSEs up to ₹ 50.00 lakh	No charges	
	at fixed interest rate.		
G2.5	All loans to MSEs (irrespective of	No charges	
	amount) at floating interest rate.		

NOTES

- Pre-Payment Penalty/ Foreclosure charges /Takeover Charges shall not be levied in schemes/ category of borrowers/ borrowers where waiver of pre-payment penalty has been allowed by the BoD/ MCB/Apex Credit Committee/ Scheme.
- In case of Pre-closure/ Takeover of account, all concessions in charges\interest rate (if any allowed) shall be reversed with retrospective effect from the date of last Sanction\Renewal.

Default in Servicing of Interest/ EMI/ Instalments:

Н	Particulars	Penal Charges (excluding GST)
H.1	Monthly interest serviced within a period of 15 days from the due date, say interest due on 30.09.2023 was paid on 10.10.2023	No penal charges
H.2	Monthly interests serviced after a period of 15 days from the due date, say interest due on 30.09.2023 was paid on 16.10.2023 or any day thereafter.	Penal Charges @ 0.20% on amount of Default (minimum amount Rs 200/-)
H.3	Monthly / quarterly instalment of principal / EMI paid within a period of 15 days from the due date of	No penal charges



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	payment, say EMI due on 25.09.2023 was paid on 05.10.2023		
H.4	Monthly / quarterly instalment of principal / EMI	Penal Charges @	0.20% on
11.4	paid after a period of 15 days from the due date of	amount of Default	0.20%
	payment, say EMI due on 25.09.2023 was paid on 11.10.2023 or any day thereafter	(minimum amount	Rs 200/-)
H.5	In case of borrowers enjoying working capital facilities:	No Penal Charges	
	 Statement of stocks/ book-debts furnished within a period of 30 days from the due date i.e. by 30th day of next month, say the statement is received by 29.08.2023 from a borrower enjoying credit facility, which was due for renewal on 31.07.2023 Financial statements/ other related data required for processing of review/ renewal proposal submitted within due date of review/ renewal say the information is received by 31.07.2023 from a borrower enjoying credit facility, which was due for renewal on 31.07.2023 		
H.6	In case of borrowers enjoying working capital facilities:		
	 Statement of stocks/ book- debts furnished after a period of 30 days from the due date say statement for the month of July, 2023 submitted on 01.09.2023. Financial statements/ other related data required for processing of review/ renewal proposal submitted after the due date of renewal say the information is received by 01.08.2023 from a borrower enjoying credit facility, which was due for renewal on 31.07.2023. 	Sanctioned Limit Upto Rs 1.00 Lakh >1.00 Lakh & upto 5.00 Lakh >5.00 Lakh & upto 15.00 Lakh >15.00 Lakh & E	Penal Charges (excluding GST) Rs 50/- Rs 250/-
H.7	In case of horrowers enjoying Term lean facilities	upto 1.00 Crore >1.00 Crore & upto 5.00 Crore > 5.00 Crore	2500/-
П./	In case of borrowers enjoying Term loan facilities eligible for review/ Project Related Loans.	No Penal Charges	
	Financial statements/ other related data required for processing of review proposal		



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	 submitted within due date of review say the information is received by 31.07.2023 from a borrower enjoying credit facility, which was due for renewal on 31.07.2023 Submission of any other information on project implementation, wherever prescribed in case of project loans and large Corporate Borrowers, submitted within 30 days say the information on project implementation which was to be submitted on 01.06.2023, and is received by 30.06.2023 from a borrower availing Project Loan. 	
H.8	 In case of borrowers enjoying Term loan facilities eligible for review/ Project Related Loans. Financial statements/ other related data required for processing of review proposal submitted within due date of review say the information is received by 31.07.2023 from a borrower enjoying credit facility, which was due for renewal on 31.07.2023 Delay of more than 30 days in submission of any other information on project implementation, wherever prescribed in case of project loans and large Corporate Borrowers, say the information on project implementation which was to be submitted on 01.06.2023, and is received by 01.07.2023 from a borrower availing Project Loan. 	Sanctioned Penal Charges (excluding GST)
H.9	Ad- hoc/ TOD credit facility adjusted within the period for which it was allowed say an ad- hoc credit facility allowed on 01.04.2023 for a period of 60 days and adjusted on 31.05.2023	No Penal Charges
H.10	Ad- hoc/ TOD credit facility adjusted after the period for which it was allowed say an ad- hoc credit facility allowed for a period of 60 days on 01.04.2023 and adjusted on 02.06.2023.	Penal Charges @2.00% on amount of Default (minimum amount Rs 500 and Maximum Amount Rs 5000/-)
H.11	Drawings in CC/SOD accounts allowed in excess of Drawing Power/ sanctioned limit say a borrower enjoying CC facility of Rs. 2.00 lacs against Drawing	Penal Charges @2.00% on amount of Default (minimum amount Rs 500 and Maximum Amount Rs 5000/-)



	36	I VIIII TO L	промег
		Power	of Rs.1.50 lac or BOS in the account being in
		exces	s of Rs. 2.00 lacs.
NOTES		•	There shall be no capitalisation of penal charges i.e., no further interest computed on such charges. However, this will not affect the normal procedures for compounding of interest in the loan account. Penal charges for Default in Servicing of Interest/ EMI/ Instalments shall be applied on monthly interval till the persistence of default. Penal Charges stipulated in above scenarios, will be charged in addition to applicable interest in the account as per extant Policy on Pricing of Credit Products.

Credit Information Report (CRIF or CIBIL) charges:

I	CIR TYPE	CHARGES	
For Consumer CIR		₹ 50 + Applicable GST	
	For Commercial CIR	₹ 1350 + Applicable GST	

SFMS Charges:

J. SFMS Fee for issuance of inland BG/LC	₹150 + GST

CERSAI Charges:

K	Particulars	Service Charges
	Creation or modification of security interest in favour of secured creditors/other creditors.	Rs.5.00 Lacs) + 18% GST
	Search for an information on CERSAI	Rs.20.00 + 18% GST



Reconstruction or Securitization of Financial Assets	Rs.700.00 + 18% GST
Assignment of Receivables	Rs.200.00 + 18% GST

Miscellaneous Service Charges pertaining to Advances:

L1	Modification in Terms & Conditions of Sanction on request of Borrower.	0.05% of Limit (min Rs 3,000 & max Rs 20,000)+ GST
L2	Ceding of Charge on Security including Pari Passu Charge	Exemptions; 1. Loans limits upto Rs 25.00 Lakhs
L3	Revalidation of Sanction	Schematic Loans other than Business Loans.
L4	Other miscellaneous approvals not specified above	Government Sponsored Cases
L5	Issue of Certificates (like. No dues / Balance Certificate/ Interest certificate/ Account maintaining/ etc.) (No Charges for Priority Sector)	₹ 200/- Plus GST
L6	Solvency Certificates (Non-Commercial/ Commercial)	₹200/- + GST per Lakh Minimum ₹1000 + GST
	Note: Branch Head is authorized to issue solvency certificate	Maximum ₹15000 + GST
L7	Signature Verification/ Photo Attestation	₹ 200/- Plus GST

Miscellaneous guidelines:

- In case of Consortium Advances, the charges shall be as decided in Consortium meeting Or Leader Bank. However, if there is no decision in respect of charges, then charges to be levied as per above service charges schedule.
- Unless specifically mentioned the above service charges are exclusive of Applicable GST, which shall be recovered as applicable at respective States /Union Territories under GST regime.



 Out of pocket expenses on actual cost basis on services like Courier/dispatch of documents/outstation cheques, telecommunication, swift operations, local conveyance onsite inspections/special audit of borrowers etc. shall be recovered in full from the customers.

In case of NPA account the charges shall be debited from respective Law & Other Charges account "XXXX720100000058".

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