

Shree Investment and Finance Co. Ltd
Dillibazzar, Kathmandu

कार्य सञ्चालन निर्देशिका २०८१
(निर्देशन १०.१३ संग सम्बन्धित)

अनुसूची ३

Operation related service and Tariff charge

SN	Particulars	Detail	Charge
1	Cheque Book	Cheque issuance	Free (As per NRB provision)
		Counter Cheque (MICR)	Rs25/- per leaf
		Cheque book issuance against lost / issued without requisition slip	Rs 100
		Stop payment (Cheque)	Free (As per NRB provision)
		Uncollected cheque book	a. Rs 150 per book (10 cheques), if not collected after 90 days from request placed.
2	Account Dormant Release	-	Free
3	Account Statement	First time/Audit Purpose	Free (As per NRB provision)
		Duplicate copy-	Rs 25 for each Period
4	Balance Certificate	Once for the period (Month/Qrt/Year)	Free
		Re-conformation	Rs 100/- per request
5	Account Close	-	Free
6	ABBS Charge	-	Free (As per NRB Provision)
7	NCHL-ECC Charge	Up to 2 lakh for regular cheque	Free
		More than 2 lakh for regular cheque.	Rs 15/- per cheque
		Express Clearing Charge any	Rs 100/- per cheque
8	NCHL- IPS Transaction Fee	Upto 500 amount Transaction	Rs 2/- per Transaction
		501-50000 amount Transaction	Rs 5/- per Transaction
		More than 50,000 amount Transaction	Rs 10/- per Transaction
9	NRB Cheque	Issuance	Rs 500/- per cheque
		Cancellation	Rs 500/- per cheque
10	Good for Payment	-	Free (As per NRB Provision)
11	Shree Mobile Banking	Corporate	Mobile Banking + SMS Alert Rs 400/-
		Individual	SMS Alert only Rs 200/- Mobile Banking + SMS Alert Rs 300/-
		Mobile No./ email change	Free
		Generation of Re-pin	Free
12	RTGS		As per RTGS Rule
13	ASBA/C-ASBA		Rs 5/- per application
14	Manager's cheque	Issuance/ Cancellation of MC	Rs 500/- flat
15	Credit Information		As per CIB provision
16	Loan	Service Charge Commitment Fee/charge Renewal Charge Pre-matured Fee/Charge Loan Swap Charge	As Per NRB Provision

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17	Other Charges	CCTV footage retrieval charge	a. Rs 500/- per request-view only (HO approval required) b. Rs 1000/- per request for footage. No charges, if the request received from law enforcement agencies.
		Duplicate Copy-FD Certificate	Rs 50/- per certificate
		Old document/ Record retrieval charges	1. Rs 200/- after 6 months. 2. Rs 500/- after 1 year No charges, if the request received from law enforcement agencies.
18	Guarantees	Performance Bond	Up to 3 months - 0.50% of guarantee amount Up to 6 months - 0.75% of guarantee amount Up to 1 year - 1.50% of guarantee amount More than 1 year - 2.00% of guarantee amount (Note: according to above percent, if the charge comes below Rs 1500.00, Rs 1500.00 will be charged)
19	Other Additional Charges	A. Issuance of Halsabik letter against mortgaged land. B. Letter of confirmation of interest payment. C. Additional shares pledge/release letter. D. Reply of credit information of loanee to other BFIs'. E. No Charges applicable for reply and correspondence to the inquiry from government and legal entities.	Rs 500.00 flat/request.

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