

Business Banking Pricing Guide 2019



Effective 4 March 2019

First National Bank
How can we help you?

Welcome to First National Bank.

It's **more** than just **business** to you!
That's why we help.

At First National Bank, we're making it easier, faster, and safer for you to do your day-to-day banking! We want you to pay less, and get more.

This guide has everything you need to understand on how much you'll pay when you transact with us.



As a **First National Bank customer** you have various pricing options to **suit the state of your business**. We ensure that you always get exactly what you need, without paying too much.

Helpful ways to bank

- **Online Banking** for sole signatories
- **Online Banking Enterprise** for more complex electronic requirements
- **Manage** your account **24/7** with our Online Banking Enterprise
- **First National Bank ATM**



Make payments, transfers and prepaid purchases using the **First National Bank App** on your Smartphone or Tablet



Make payments, transfers and prepaid purchases with **Online Banking** on your Laptop or Desktop



Make payments, transfers and prepaid purchases using the **Cellphone Banking** on any mobile phone



Deposit and withdraw cash at any **First National Bank ATM** or **ADT**

We're a digital bank focused on putting banking in the hands of our customers, but feel free to **visit any of our branches** or www.firstnationalbank.com.gh for help to bank better.

Access and manage your business account **24/7** with our **Online Banking Enterprise™**

Security

- Enjoy the ability to limit user access to specific days and times.

Cash management

- Collect funds from clients/debtors
- Cash Management – Administer and control your cash balances across multiple banks.

Bulk payments/ Pay salaries

- Pay salaries and suppliers at a go on our Online Banking Enterprise™

Global payments

- Make Forex payments from our Online Banking Enterprise™ platform without the need to visit our branches.

Setup multiple users

- Nominate one or more administrators to manage your profile.
- Segregate duties and allow for dual authorizations on transactions.

Set up pre-defined recipient

- Maintain account details of your recipients and pay with ease for dual authorizations on transactions.

Authorization

- Log into your Online Banking profile from any browser.
- Authorize transactions from your handheld device while out of office.



Business Cheque account

Hassle-free solution



Our Business Cheque Account is a day to day transactional account for suitable businesses from all sectors of the economy.

Why do I need this for my business?

The Business Cheque Account offers your business a **hassle-free solution** with added benefit of safety at your finger tips, **plus:**

Free ATM cash withdrawals at First National Bank ATMs



Transactional account

A fully transactional account with added services available at reasonable cost.



Record on payments

A record of all payments and receipts to and from your cheque account as well as bank fees and interest earned/paid



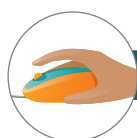
Digital channels

Different transactional channels to allow you to decide which medium would best suit your needs.



Bank statements

No need to visit the bank to enquire about your statement. Check your balance easily on any of our digital platforms.



Electronic Banking™

Access to your account 24 hours a day, 7 days a week via First National Bank's Electronic Banking Channels for free subscription



inContact Pro

Free subscription to inContact Pro, our FREE messaging service that notifies you via SMS or email whenever there is a transaction



Built-in security controls

Built-in security controls to ensure that only client-approved and authorised movements of funds take place.



Cheque books / accounts

A cheque book in GHS and US Dollars with which you can make payments and withdrawals

Cheque Accounts in US Dollar, Euro and Pound Sterling.

Products	Fees (GHS)
Minimum Opening Balance	100.00
Monthly Fees	
Minimum Service Fee (dependent on Business turnover)	Ranges from 20 to 40
Online and Cellphone Banking Subscriptions	Free
<i>inContact Pro</i> (In App Notifications)	Free
Card Purchases	
Card Purchase Local	Free
Card Purchase International	2.75% of transaction amount
Cash Withdrawals	
First National Bank ATM	Free
Other Banks' ATM*	(1.50 + 0.40%) of transaction value
International ATM*	5.00
First National Bank Branch	5.00
International Branch*	5.00
Deposits	
Cash Deposit at First National Bank Branch	Free
Cheque Deposit at First National Bank Branch	Free
ENC Upliftment Fee	50.00
Express Clearance	50.00
Post-dated Cheque (Return cheque)	10.00
Prepaid Purchases	
Using eChannels & Mobile Channels	Free
Stop Payments	
Using Mobile/Electronic Channels	5.00
First National Bank Branch	20.00
Inter-account Transfers	
Using Mobile/Electronic Channels between own accounts	Free
Branch	Free
Payments	
Internal Direct Debits	5.00

* Some banks may charge an additional surcharge (inclusive or exclusive of VAT)

Products	Fees (GHS)
External Direct Debits	5.00
Standing Orders and 3rd Party Payments (using eChannels & Mobile channels)	Free
Cheque Payments	5.00
Branch	5.00
GIS Payment	25.00
Bankers Draft	5.00
Foreign Payment via Swift	0.75% min USD 50.00 plus USD 30.00 swift fee
Standing Order Related Fees (Establishment and Amendment)	
Online	Free
Branch	5.00
Balance Enquiries	
Using eChannels & Mobile Channels	Free
Other Banks' ATM*	2.00
International ATM*	2.00
Branch	2.00
Statements	
E-Mail (First Monthly Statement)	Free
Posted (First Monthly Statement)	Free
Printed Monthly Statement	2.00
Provisional/ Interim Statements (per page)	2.00
Mini Statements (Print Only)	2.00
Cellphone Statements	Free
Additional Statements (Online-up to 3 months)	
Daily	5.30
Weekly	1.60
Bi-monthly	0.79
Additional Statements (Branch)	
Daily	30.00
Weekly	20.00
Bi-monthly	10.00
Unsuccessful Transactions	
First National Bank ATM	Free
Other First National Bank (Point-of-Sale, Scheduled Payment, EDO) and other banks' ATM	Free
Failed Standing Order	Free

* Some banks may charge an additional surcharge (inclusive or exclusive of VAT)

Products	Fees (GHS)
Facility Fee	Discussed 2.5% with a norm of minimum of 250.00
Dishonoured payments (DUD cheque)	10% of value, min 100
Dishonoured Payments (Direct Debits)	60.00
Card Fees	
VISA Service Fee	Free
Card Issuance	Free
Expired Cards	Free
Damaged/Lost/Stolen Cards	10.00
Forgotten Pin (Branch)	5.00
Electronic Subscriptions Services	
My Limit Alert	Free
Standing Order Payment Alert	Free
Balance Alert	Free
Monthly	Free
Weekly	Free
Daily	Free
Payment Notifications	
Email	0.30
SMS	0.20
Fax	Free
Cheque Books	
50 pages	15.00
50 pages (USD Cheque Book)	10.00 USD/EURO
Additional Services	
Registered Mail	Minimum 30.00 or per service providers fee
Confirmation to Auditors (per sheet)	30.00
Capital Import Confirmation to BOG (GIPC)	75.00
Statement for Visa Purposes Embassy (per sheet)	30.00
Voucher retrieval	5.00
Swift MT940 Statements (per page)	USD 1.50

* Some banks may charge an additional surcharge (inclusive or exclusive of VAT)
Fees are per transactions unless otherwise stated

¹ First National Bank has reviewed the fees on this service.

Bank anywhere, anytime with our Online Banking



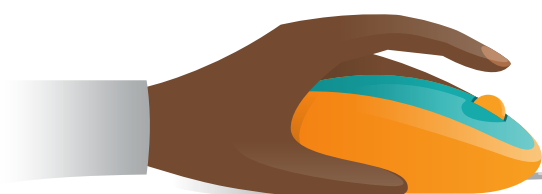
Online Banking is a web based offering which gives you **secure, controlled, real time** access to accounts and online banking functionality. **Avoid queues, and handling cash** and cheques with FREE Online Banking (Single Level Control). **Save time and money** with our secure and convenient electronic banking channels.

Single Level Control

- **One Time Pin (OTP)** to enhance security of Online Banking
- **Up to five users** with customised permissions to specific accounts transactions
- **Set up and maintenance** of payment recipients online
- **Future-dating payments** up to **12 months in advance**
- **Real-time payments** to First National Bank-banked recipients
- **Same-day value** for payments to all banks if authorised within **cutoff times**
- **Referencing** for all transactions to recipients
- **Payment notifications** sent by **SMS or email**
- **Sixty day's transaction history** on all First National Bank accounts
- **Purchase of prepaid airtime**

Dual Level Control

- **Dual administration** of your online profile will eliminate risks of single level controls
- **Segregation of duties** for users, customised per requirement
- **Permit one to nine signatories** to authorise financial transactions
- **Future-dating payments** up to 12 months in advance
- **Real-time payments** to First National Bank-banked recipients
- **Same-day value** for payments to all banks if authorised within cutoff times
- **Referencing** for all transactions to recipients
- **Payment notifications** sent by SMS or email
- **Flexible statement options** including formats and delivery options
- **Sixty days transaction history** on all First National Bank accounts
- **Customised user access** to specific accounts
- **A multi-layered approach to security** including use of digital certificates
- **Event logs** to monitor user activity online
- **Customise billing** to account level or to a nominated account



Products	Fees (GHS)
Additional Services	
History Retention 90 Days ¹	7.96
History Retention 120 Days ¹	10.61
History Retention 150 Days ¹	13.26
History Retention 180 Days ¹	14.54
Statements Retention 90 Days ¹	7.96
Statements Retention 120 Days ¹	10.61
Statements Retention 150 Days ¹	13.26
Statements Retention 180 Days ¹	15.92
CSV Historical Statements ¹	1.00
Online payment(EFT Express) ¹	4.00
Online payment(EFT using Ghana Instant Pay) ¹	4.00
Administrator Reactivation ¹	5.00
Real-time payments to 3rd Party bank recipients (INSTANT PAY) ¹	4.00
Same-day value for payment to all banks if authorised before cut-off times (EXPRESS PAY) ¹	3.00
Salary Processing Fee (Manual to other banks)	3.00

¹ First National Bank has reviewed the fees on this service.

EFT - Electronic Funds Transfer

Foreign Exchange Account



Go beyond borders.

Bring the world closer with our foreign exchange solutions.

The Foreign Exchange Account is designed for business customers who **receive income in foreign currencies**.

This account is **funded locally** with foreign exchange generated from activities within Ghana, transfers from outside Ghana or transfers from other Foreign Exchange Accounts in Ghana.



Features and Benefits



Ownership

Can be opened by **customers** in their **business capacity**



Safe and secure

Safe and secure method of maintaining foreign funds



Currencies

Accounts can be opened in the following currencies: **USD, GBP** and **Euro**



Exchange

Funds can be transferred outside of Ghana but only under the **Exchange Control** regulations with accompanying documentation

Products	Fees (GHS)
Foreign Exchange Account Pricing (Businesses)	Fees listed below are USD/USD equivalent relative to all Foreign Exchange accounts(USD,GBP,EUR)
Account Fees	
Monthly Account Fees	Free
Cash Withdrawals (prior notice required)	
Commission on Withdrawal (FCA)	Up to 3% of transaction value
Linked Account Transfers	
Internal Transfers (between own accounts)	Free
Payments	
Swift Transfers – Outward Payment	0.75% min USD 50.00 plus USD 30.00 swift fee
Swift Transfer – Inward Deposit	Free
Deposits	
Local Cheque Deposit Branch	Free
Cash Deposits	Free
Balance Enquiries	
First National Bank Online Banking, First National Bank ATM	Free
Branch	USD 0.50
Statements	
Current Month e-mailed Statement	Free
Provisional Statements	USD 1.00
Historical Statements e-mail (per Statement)	USD 2.00
Historical Statements Branch (per Statement)	USD 2.00
Branch Statements (per Page)	USD 1.00
Other Cheque Transactions	
Cheques sent for collection – Offshore	0.75% of face value min USD 25.00 max USD 150.00
Cheques sent for collection – Onshore	USD 15.00
Stopped Cheque	USD 10.00
Returned cheque	10% of face value or min of USD 50.00 whichever is higher
Returned cheque – Post dated	USD 10.00
Returned cheque – Other technical reasons	USD 10.00
Cheque Book (50 leaflets)	USD 10.00

¹First National Bank has reviewed the fees on this service.

Foreign Currency Account



Global Wealth Solutions

The Foreign Currency Account is targeted at business customers who **receive** foreign currency from **abroad** (outside of Ghana). This account can be funded with **inward remittances** from abroad, **foreign cheque deposits** or **transfers** from other Foreign Currency Accounts.

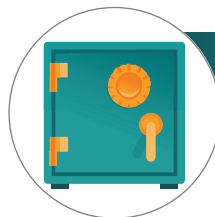


Get more done



Ownership

Can be opened by **customers** in their **business capacity**



Safe and secure

Safe and **secure** method of maintaining foreign funds



Currencies

Accounts can be opened in the following currencies: **USD, GBP** and **Euro**



Exchange

Funds can be transferred outside of Ghana but only under the **Exchange Control** regulations with accompanying documentation

Products	Fees(GHS)
Foreign Currency Account Pricing (Businesses)	Fees listed below are USD/USD equivalent relative to all Foreign Exchange accounts(USD,GBP,EUR)
Account Fees	
Monthly Account Fees	Free
Cash Withdrawals (prior notice required)	
Commission on Withdrawal (FCA)	3% of transaction value
Linked Account Transfers	
Internal Transfers- between own accounts	Free
Payments	
Swift Transfers - Outward Payment	0.5% min USD 50.00 plus USD 30.00 swift fee
Deposits	
Inward Swift	Free
Balance Enquiries	
First National Bank Online Banking, First National Bank ATM	Free
Branch	USD 0.50
Statements	
Current Month e-mailed Statement	Free
Posted Statements	Free
Provisional Statements	USD 1.00
Historical Statements e-mail (per Statement)	USD 2.00
Historical Statements Branch (per Statement)	USD 2.00
Branch Statements (per Page)	USD 1.00
Other Cheque Transactions	
Cheques sent for collection – Offshore	0.75% of face value min USD 25.00 max USD 150.00
Returned cheque	10% of face value or min of USD 50.00 whichever is higher

¹For corresponding bank charges in excess of USD 40 or the equivalent thereof in Euro, or Pound Sterling, the Bank reserves the right to recover the difference.

²All the above are subject to regulatory rulings.

¹First National Bank has reviewed the fees on this service.

Business Trade Services

Connects **you** and your **business** to the **world**.

Whether you are new, an expert or somewhere in between, we have a product or service designed for you.

First National Bank Business Trade offers a range of **foreign trade solutions** to suit your needs, whether you are sending or **receiving money globally** or **managing imports and exports**. First National Bank's Business Trade makes it easy to transact around the **world**.

TIP: Value Added Service

Merchant Services

Get the right **card acceptance solution** at the right price. We provide card payment acceptance solutions, deliver **high performance transaction authorization** as well as routing and settlement acquiring platform across industries. The complete Merchant Services solution provides a **competent** and cost-effective platform that accepts card payments, safely and securely.



Cash In Transit (CIT)

With our Cash In Transit service, your cash proceeds will be collected by an armed **cash in transit guard** and placed in **tamper evident security bags** and **canisters** and taken to a **secure cash** centre facility. No need to go into a branch or queue. Cash is collected from your **premises**.



Products	Fees (GHS)
Letters of Credit – Import (Cash Covered) – Usance	
Establishment	0.5% per qtr. min USD 100.00 plus USD 30.00 swift fee
Amendment	USD 60.00 flat plus USD 30.00 swift fee
Amendment – extension (date and/or amount)	1.00% per qtr. min USD 100.00 plus USD 30.00 swift fee
Courier /Delivery / Postage	Actual Costs
Query / Swift Fee	USD 30.00
Payment commission	0.5% min USD 60.00 plus USD 30.00 swift fee
Discrepancy Fee	USD 70.00 per drawing
Cancellation Fee	USD 80.00 + swift USD 30.00
Letters of Credit – Import (Cash Covered) – Sight	
Establishment	1.00% per qtr. min USD 100.00 plus USD 30.00 swift fee
Amendment Fee	USD 60.00 flat plus USD 30.00 swift fee
Amendment – extension (date and/or amount)	1.00% per qtr min USD 100.00 plus USD 30.00 swift fee
Payment Commission	0.5% min USD 60.00 plus USD 30.00 swift fee
Expired /Unutilised LC	USD 80 + swift USD 30.00
Discrepancy fee	USD 70.00 per drawing
Query / Swift Fee	USD 30.00
Cancellation Fee	USD 80.00 + swift USD 30.00

Products	Fees (GHS)
Letters of Credit – Import (Cash Covered) – Usance	
Establishment	0.5% per qtr min USD100.00 plus USD 30.00 swift fee
Amendment	USD 60.00 flat plus USD 30.00 swift fee
Amendment – extension (date and/or amount)	1.00% per qtr. min USD 100.00 plus USD 30.00 swift fee
Courier /Delivery / Postage	Actual Costs
Query / Swift Fee	USD 30.00
Payment commission	0.5% min USD 60.00 plus USD 30.00 swift fee
Discrepancy Fees	USD 70.00 per drawing
Cancellation Fee	USD 80.00 + swift USD 30.00
Letters of Credit – Import (Non-Cash Covered) –Sight	
Establishment	1.00% per qtr. min USD100.00 plus USD 30.00 swift fee
Payment commission	0.5% min USD 60.00 plus USD30.00 swift fee
Discrepancy Fees	USD 70.00 per drawing
Cancellation Fee	USD 80.00 + swift USD 30.00
Letters of Credit – Export	
Advising commission (Non-Banked Clients)	USD 50.00
Advising commission (Banked Clients)	Free
Transfer (Without Confirmation)	0.5% plus swift of USD 30.00
Confirmation Fee	(Bank and country risk determined) per qtr. min USD 75.00
Amendment	USD 30.00
Negotiation (FOB)	1% Flat plus USD 30.00
Amendment with our Confirmation	(Bank and country risk determined) per qtr. min USD 30.00
Amendments (general)	USD 30.00
Payment commission	0.25% min USD 45.00

Products	Fees (GHS)
Cancellation	USD 100.00 + swift USD 30.00
Transfer of LC for non customers	0.5% transfer amount plus Swift USD 30.00
Courier Fee	Actual costs
Swift / Queries	USD 30.00
Documentary Collections - Import	
Handling Charges per item	0.3% min USD 45.00
Swift Fee	USD 30.00
Amendment	0.30% min USD 30.00
Overdue bill per quarter (Reminder)	USD 25.00
Protest	Full cost + USD 100.00
Avalisation	0.75% of value
Payment	0.65% min USD 30.00
Documentary Collections - Exports	
Handling Charges per item	0.3% min USD 50.00 max USD 150.00
Courier Fee	USD 50.00 min + (actual cost)
Swift / Queries	USD 30.00
Amendment	0.3% min USD 50.00 max USD 150.00
Settlement Commission	Free
Guarantees	
Commission	1.00% per qtr or part thereof min USD 75.00
Amendment - General	USD 75.00
Amendment (extension date and/or amount)	1.00% per qtr or part thereof min USD 75.00
Advising clients	USD 50.00
Advising Non-clients	USD 100.00
Courier Charges	USD 50.00
Swift / Queries	USD 30.00
Cancellation	USD 150.00
Forward Exchange Contracts (FEC's)	
Establishment & Extensions	Free
Draw-downs (1st 2 draw-downs FREE of charge)	thereafter USD 10.00
Cancellations	USD 30.00

Important Information



- **First National Bank**, a division of FirstRand Bank Ltd, reserves the right to change fees or introduce new fees from time to time. If we do this, we will give you at least a **30 day notice** of these charges. You'll find changes on the First National Bank **website**, First National Bank **ATMs**, and on your **bank statement**.
- You must **apply** for each facility or product we describe individually. The **grant** of any **facility or product** is subject to you meeting and continuing to **meet the criteria** for that facility or product.
- Each facility or product has **standard terms and conditions** that apply to that facility or product. **We agree to these terms and conditions with the applicant**. If there is conflict between the product or facility-specific terms and conditions and what is outlined in this pricing guide, we will follow the product or facility-specific terms and conditions that apply to such a facility or product.
- **First National Bank** reserves the right to change the features of any product or facility at any time.
- Where **Cellphone Banking** is referred to, **standard network rates** apply.
- All fees quoted are **effective** from **4 March 2018**.



Contact Us

For account **opening requirements**
visit www.firstnationalbank.com.gh

For more information please
call **+233 242 435 050**

or email
info@firstnationalbank.com.gh

Terms and conditions and rules apply.

First National Bank Ghana Limited (Registration number CS350172014)
a subsidiary of FirstRand Group, South Africa



Access and manage your business account 24/7 with our Online Banking Enterprise™

Security

- Enjoy the ability to limit user access to specific days and times.

Cash management

- Collect funds from clients/debtors
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First National Bank
How can we help you?



Download our App
It's Appmazing!

