



CitiService News

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Amendments to the Table of Fees and Commissions of Visa Business Charge and Guaranteed Cards

In our last letter of 22 December 2015, in which we informed you of the change in the method of converting foreign transactions, we also informed you about the amendments to the Table of Fees and Commissions for Charge and Guaranteed Cards, which consisted of adding new price items related to options or actions previously not included in the Table or not offered by the Bank.

In this connection we would like to inform you that the Bank will start to apply those fees from **14 March 2016**.

At the same time we would like to assure you that for customers who are using any of these items due to individual settings the prices previously agreed will remain unchanged.

Additionally, we would like to remind you that basic documents (Application for Card Issue, Application for Changing Card Settings, Application for Changing Program Settings, Business Card Terms and Conditions and Insurance Product Cards) are published on the Bank's website in the Corporate and Commercial Banking – Finance Management – Payment Cards tab.

Important:

For operational reasons, old forms will only be processed by the Bank until **30 April 2016**.

If you have any questions, please contact Corporate Card Services Staff at 800 120 078 or +48 22 692 24 36. Our advisors are at your disposal 24 hours a day, 7 days a week, 365 days a year.

Service Shortcuts



Except from the Table of Fees and Commissions



Foreign Exchange Rates



CitiService News



Market Analyses



Internal payment orders in foreign currency

In order to ensure the fastest possible processing of internal payments in foreign currency (payments between different sub-accounts and payments between Bank Handlowy customers), we suggest that you not use the new SEPA form.

Defining internal payments using the standard foreign currency form will enable the automatic processing of payments and thereby shorten execution times.

Rules for using the *Other Instructions* field on the Foreign Transfer form in the CitiDirect system

In the OTHER INSTRUCTIONS field, ONLY the following information may be entered:

1. VD0 – an order to execute transfer in express mode
2. VD1 – an order to execute transfer in urgent mode
3. Information about the individual exchange rate negotiated
4. TARGET2 – an order to execute a TARGET2 transfer
5. Information about the correspondent bank, if any, with the SWIFT/BIC code
6. Information about the equivalent

The Bank reserves the right to charge additional fees for correcting transfer details before its execution.

This concerns in particular cases where:

- the OTHER INSTRUCTIONS field on the foreign transfer form in the CitiDirect system has been used improperly
- the order does not include the SWIFT code of the beneficiary's bank
- the beneficiary's account specified is not in the IBAN format (for countries where this format is used)

Note: If the beneficiary's account is incorrect, the Bank shall cancel the order, which shall also be subject to a fee according to the applicable Table of Fees and Commissions.



List of Recently Changed SWIFT Codes

For your convenience, we list the old and new codes SWIFT below:

DEUTPLPK	– changed to	DEUTPLPX
EFGBPLPW	– changed to	RCBWPLPW
NDEAPLP2	– changed to	BPKOPLPW
GIBAATWW	– changed to	GIBAATWG
KRDBPLPW	– changed to	WBKPPLPP
BCITIT44	– changed to	BCITITMM
GECBPLPG	– changed to	BPHKPLPK
BATAIT2S	– changed to	BPCVIT2S
BAWACZPP	– changed to	SOLACZPP
ALLBPLPW	– changed to	GBGCPLPK
ANTBIT2P	– changed to	PASCITMM
ARTIITM2	– changed to	BPCVIT2S
AEIBDEFX	– changed to	SCBLDEFX
AEIBUS33	– changed to	SCBLUS33
LUBWPLPR	– changed to	AGRIPLPR
BCYPGRAA	– changed to	PIRBGRAA
FTSBNL2R	– changed to	ABNANL2A
CCBPFRPP	– changed to	NATXFRPP
CVALESVV	– changed to	CAHMESMM
CRLYPLPW	– changed to	AGRIPLPR
OPSKATWW	– changed to	BAWAATWW
ICRAITMM	– changed to	ICRAITRR
ICRAIT3F	– changed to	ICRAITRR



Bank holidays in March and April 2016

Below is the list of dates in March and April 2016 on which orders will be processed on the following business day owing to currency holidays (a statutory holiday in the country in question):

MARCH

- 01 - KRW
- 03 - BGN, MWK
- 07 - MUR, RUB
- 08 - RUB, UGX, ZMW
- 09 - IDR
- 14 - ALL, HUF
- 15 - HUF
- 21 - COP, JPY, MXN, ZAR
- 22 - ALL
- 23 - PKR
- 24 - ARS, COP, DKK, ISK, ILS, MXN, NOK, PEN, PHP, VEF
- 25 - ANG, ARS, AUD, BRL, BWP, CAD, CHF, CLP, CNY, COP, DKK, EUR, GBP, HKD, IDR, ISK, JMD, KES, LBP, MWK, MXN, NZD, NOK, PEN, PHP, SCR, SEK, SGD, UGX, ZAR, VEF, XOF, ZMW, ZWL
- 28 - ALL, ANG, AUD, BWP, CHF, CNY, CZK, DKK, EUR, GBP, HKD, HUF, HRK, ISK, JMD, KES, LBP, MWK, NOK, NZD, PLN, SEK, UGX, XOF, ZAR, ZMW, ZWL
- 29 - TWD

APRIL

- 01 - INR
- 04 - CNY, HKD, TWD
- 05 - TWD
- 06 - THB
- 08 - MUR
- 13 - KRW, THB
- 14 - THB
- 15 - THB
- 18 - ZWL
- 19 - VEF
- 21 - BRL, ISK
- 22 - DKK
- 25 - AUD, EGP, NZD
- 27 - ANG, ZAR
- 29 - BGN, ILS, JPY, LBP, MKD