Table of Fees and Commissions for Business Cards



I. USER DETAILS

Base number of the User (Company) at the Bank (6 digits from 18 to 23 from the number of the User’s current account)

User stamp (if any)

Table updates take effect based on the Bank's implementation time and the fee/commission calculation method.

II. FEES AND COMMISSIONS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Basic services** | **Credit Cards** | **Debit Cards** | | |
| **Account in PLN** | **Account in EUR** | **Account in USD** |
| Card issuance | PLN 35 | PLN 20 | EUR 6 | USD 7 |
| Monthly handling of Cards | PLN 30 | PLN 5 | EUR 3 | USD 5 |
| Domestic cash withdrawal from Citi Handlowy ATMs | 3%, not less than PLN 7 | Commission free | | |
| Domestic cash withdrawal from other ATMs | 3%, not less than PLN 7 | 3%, not less  than PLN 7 | 3%, not less  than EUR 1.75 | 3%, not less  than USD 2.50 |
| Cash withdrawal abroad1 | 3%, not less than PLN 7 | 3%, not less  than PLN 7 | 3%, not less  than EUR 1.75 | 3%, not less  than USD 2.50 |
| Non-cash transactions at home and abroad1 | Commission free | Commission free | | |
| Domestic Cash Back transaction | Not applicable | PLN 1.50 | EUR 0.50 | USD 0.50 |
| Monthly settlement of balance | 1,5% | Not applicable | | |
| Electronic statements, to be downloaded from CitiManager | Commission free | Commission free | | |
| **Non-Standard Services** | **Credit Cards** | **Debit Cards** | | |
| **Account in PLN** | **Account in EUR** | **Account in USD** |
| Card limit change2 | PLN 20 | PLN 20 | EUR 6 | USD 7 |
| Non-standard instruction submitted by Holder via CitiPhone | PLN 10 | PLN 10 | EUR 3 | USD 3.50 |
| Fee for processing of instructions of the User in paper version | PLN 100 | PLN 100 | EUR 30 | USD 35 |
| Change of the Holder settings3 | PLN 20 | PLN 20 | EUR 6 | USD 7 |
| Change of the User settings4 | PLN 200 | PLN 200 | EUR 60 | USD 70 |
| Enhanced liability of the Bank – monthly card fee5 | PLN 8 | PLN 4 | EUR 1 | USD 1.40 |
| Fee for a one-off report | PLN 200 | PLN 200 | EUR 60 | USD 70 |
| Remote training session with CitiManager or  CCRS/ REPORTING | PLN 300 | PLN 300 | EUR 90 | USD 100 |
| Configuration of report templates in CitiManager6 | PLN 200 | PLN 200 | EUR 60 | USD 70 |
| Copy of transaction/account statement7 | PLN 100 | PLN 100 | EUR 30 | USD 35 |

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Fast-track card issuance8 | PLN 400 | PLN 400 | EUR 120 | USD 140 |
| Non-standard card issuance9 | PLN 200 | PLN 200 | EUR 60 | USD 70 |
| Non-standard card dispatch10 | PLN 100 | PLN 100 | EUR 30 | USD 35 |
| Non-standard re-booking of funds11 | PLN 50 | Not applicable | | |
| Fee for implementation of the non-standard Card Program | PLN 2000 | PLN 2000 | EUR 600 | USD 700 |
| Fee for an amendment to the Agreement on the Issuing of Business Cards | PLN 500 | PLN 500 | EUR 150 | USD 180 |
| Sending reminders to Holder due to failure to repay debt when due – for Cards repaid individually12 | 2% | Not applicable | | |
| Emergency issuance of a replacement card by Visa | USD 250 | USD 250 | | |
| Emergency cash delivery by Visa | USD 175 | USD 175 | | |
| **Reporting of Business Cards** | **On a daily basis** | **On a monthly basis** | | |
| Access to CitiManager and CCRS/REPORTING to generate reports13 | PLN 0 | PLN 0 | | |
| System reports, to be downloaded from CitiManager | PLN 50014 | PLN 30014 | | |
| System reports with their distribution to the Client’s system | PLN 100014 | PLN 50014 | | |
| Implementation of system reports | EUR 200014 | | | |

1. Information on the conversion of foreign Operations is described in the Rules and Regulations and the applicable commission rates are included in the Tariff of Fees and Commissions of the Bank.
2. A new request or another order concerning a change of the card limit, a cash transaction limit or a non-cash transaction limit on the Holder’s Card.
3. A new request or another order concerning a change of settings on the Holder’s Card, excluding contact and address details or personal data.
4. A new request concerning a change of the User’s settings or another order concerning a change of settings of the User or card program.
5. The fee is charged on the card only for a month in which any operations were carried out.
6. Setting report templates in the CCRS/REPORTING module.
7. Re-sending a collective or individual statement in any form available to the User/Holder, excluding downloading by the User/Holder in Citi-Manager.
8. After confirmation by the Bank, the card will be issued on the next business day if the correct application is submitted to the Bank by 12.00 (noon).
9. Card issuance under a procedure other than the standard procedure specified by the Bank.
10. Dispatch in a manner other than the standard manner specified by the Bank.
11. Manual booking of funds to/from card balance upon the User’s request.
12. The fee is charged on the outstanding card debt. Only for Cards repaid individually.
13. In order to access CitiManager, please submit the administrators form and use the registration details sent from citicommercialcards.ad-min@citi.com. CCRS/REPORTING is made available for active authorized Administrators in CitiManager.
14. The fee will be converted at the conversion rate of the currency of the account applicable on the day of calculation at the Bank.

The User undertakes to carry out with the business cards an annual non-cash turnover of min.

PLN

including for foreign transactions

PLN

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If the turnover indicated above is not achieved for a full calendar year, the bank shall be entitled to reinstate the standard rates as set out in the Business Card Table of Fees and Commissions and the Bank’s Tariff of Fees and Commissions. A review of the pricing terms shall take place by the end of the first quarter of each calendar year based on full figures for the previous year, with the parties agreeing that the first review will take place no sooner than after the first full calendar year after the signing of the Agreement.

III. SIGNATURE OF THE USER

Signature(s) of Authorized Representative(s) in accordance with representation rules of/power of attorney granted by the company

Date