

**JOINT STOCK COMMERCIAL BANK FOR FOREIGN TRADE OF  
VIETNAM**



**TERMS AND CONDITIONS**

**FOR CORRESPONDENT BANKS**

*(Issued together with Decision 1946/QĐ/VCB-DCTC on 14/12/2017 signed by the CEO of JSC Bank for Foreign Trade of Vietnam regarding the issuance of terms and conditions schedule and guidelines for implementation for correspondent banks)*

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<b>A. CURRENT ACCOUNT</b>				
Charge code	No.	SERVICES	CHARGE RATES	
			ACCOUNT IN VND	ACCOUNT IN FOREIGN CURRENCY
	<b>I</b>	<b>Account Opening</b>	Free	
A001	1	Minimum balance	Subject to VCB's regulations on account open & usage	
	<b>II</b>	<b>Account Management</b>		
A002	1	Ordinary account (Refer to Appendix 1 if fees are paid in original currency)	VND 50,000 /Month/Account	USD 03/Month/Account
	<b>III</b>	<b>Account Closing</b> (upon client's request)		
A003	1	- Within 12 months from the opening date	VND 100,000 /Account/Time	USD 5 /Account/Time
A004	2	- Over 12 months from the opening date	Free	
	<b>IV</b>	<b>Statement Services</b>		
	1	Periodically upon request when opening account.		
A005	1.1	Collect statement at Vietcombank's counter.	Free	
	1.2	Send statement via courier, via SWIFT message (Refer to Appendix 1 if fees are paid in original currency)		
A006	1.2.1	Monthly	VND 200,000/Month/ Account	USD 15/Month/ Account
A007	1.2.2	Weekly	VND 300,000/Month/ Account	USD 20/Month/ Account
A008	1.2.3	Daily	VND 600,000/Month/ Account	USD 40 /Month/ Account
A009	2	Re-issue statement upon request	VND 50,000/Month/ Account	USD 03 /Month/ Account
A010	3	Send Credit Advice by SWIFT		Subject to agreement, Min USD 03/Message
	<b>V</b>	<b>Providing Copies of Document (Debit/Credit)</b>		
A011	1	First copy (with statement)	Free	Free
	2	Re-issue copies of document		
A012	2.1	Transactions within 12 months from request date	VND 10,000/Copy	USD 01/Copy
A013	2.2	Transactions over 12 months from request date	VND 50,000/Copy	USD 03/Copy
	<b>VI</b>	<b>Account Balance Confirmation</b>		

A014	1	Upon client's request or in response to audit confirmation letter	VND 50,000/Time	USD 03/Time
A015	2	SWIFT confirmation	VND 100,000/Message	USD 06/Message
	<b>VII</b>	<b>Cash Deposit</b>		
A016	1	VND deposit into VND account	0.1%. Min 20,000 VND/Time	
A017	2	Foreign currency deposit into VND account	Free	
	3	Foreign currency deposit into foreign currency account (same currency)		
	3.1	USD		
A018		- For denominations of USD 50 and up		0.25%, Min USD 2
A019		- For denominations of USD 5 to USD 20		0.4%, Min USD 3
A020		- For denominations of USD 1 to USD 2		0.6%, Min USD 3
A021	3.2	EUR		0.5%, Min USD 5
A022	3.3	Other currencies		0.8%, Min USD 5
A023	4	Foreign currency deposit into foreign currency account (different currency)		Free
	<b>VIII</b>	<b>Cash Withdrawal</b>		
A24	1	VND withdrawal from VND account	0.01%, Min 20,000 VND/Time	
	2	Foreign currency withdrawal from foreign currency account (same currency)		
A025	2.1	USD		0.2%, Min USD 2
A026	2.2	EUR		0.25%, Min USD 3
A027	2.3	Other foreign currencies		0.6%, Min USD 3
A028	3	VND withdrawal from foreign currency account		Free
A029	4	Foreign currency withdrawal from foreign currency account (different currency)		Free
	<b>IX</b>	<b>Account Blockade/Temporary Closure</b>		
A030	1	According to Vietcombank's requirement or regulations of the law	Free	Free
A031	2	Upon client's request	VND 100,000/time/account	USD 5/time/account
	<b>X</b>	<b>VCB Money/Internet Banking</b>		

A032	1	Annual fee (Free if account used for enquiry only)	VND 3,000,000 per annum	
A033	2	Online Credit Advice	Free	
	3	OTP generator		
A034	3.1	EMV- OTP Card	VND 100,000/Card	
A035	3.2	EMV- OTP Card Reader	VND 200,000/Card	
A036	3.3	eToken	VND 330,000/Item	
A037	<b>IX</b>	<b>Other services upon request</b>	Subject to agreement. Min VND 50,000	
<b>B. REMITTANCE</b>				
<b>Charge code</b>	<b>No.</b>	<b>SERVICES</b>	<b>CHARGE RATES</b>	
			<b>ACCOUNT IN VND</b>	<b>ACCOUNT IN FOREIGN CURRENCY</b>
	<b>I</b>	<b>Domestic Outward Remittance</b>		
	1	Within Vietcombank's network		
B001	1.1	Deposit into own account	Free	Free
B002	1.2	Debit account to credit another account ( <i>Account to Account</i> )	VND 2,000/Item	USD 0.3/Item
	1.3	Debit account to pay to walk-in clients with ID or Passport ( <i>Account to Cash</i> )		
B003		- VND	0.05%, Min VND 10.000	
B004		- USD		0.3%, Min USD 3
B005		- Other foreign currencies		0.5%, Min USD 5
B006	2	Outside Vietcombank's network		2 USD/Item
	2.1	Credit to beneficiary bank's account with Vietcombank		
B007	2.1.1	Under VND 500,000,000	VND 2,000/Item	
B008	2.1.2	From VND 500,000,000 upwards	VND 10,000/Item	
	2.2	Via State Bank of Vietnam		
B009	2.2.1	Under VND 500,000,000	VND 2,000/Item	
B010	2.2.2	From VND 500,000,000 upwards	0.02%, Max VND 100,000	
	3	Pay to list of beneficiaries		
B011	3.1	Beneficiary account with Vietcombank	VND 2,000/Account	USD 0.2/Account
B012	3.2	Beneficiary account outside Vietcombank	<i>According to fee of Item B-I-2.</i>	
B013	4	Automatic transfer upon request (Refer to Appendix 1 if fees are paid in original currency)	VND 20,000 /Item	USD 02 /Item
	5	Collection		

B014	5.1	By electronically submitted	VND 5,000/Debit account	USD 03/Debit account
B015	5.2	By physically submitted	VND 6,000/Debit account	USD 04/Debit account
B016	6	Automatic fund transfer (Centralized Fund Management)	Free	Free
B017	7	Investigation, Amendments, Cancellation	Free	USD 3/Time
B018	8	Refund	Free	Free
	<b>II</b>	<b>Domestic Inward Remittance</b>		
B019	1	To beneficiary bank account at Vietcombank	Free	Free
B020	2	Investigation, Amendments, Cancellation, Refund.	Free	Free
	<b>III</b>	<b>Overseas Outward Remittance</b>		
	1	Fee charged by Vietcombank		
B021	1.1	Beneficiary is ordering bank		USD 10/Item
B022	1.2	Beneficiary is not ordering bank		USD 30/Item
B023	1.3	MT103		0.2%, Min USD 10, Max USD 200
	2	Fee charged by foreign bank (collected by Vietcombank)		
B024	2.1	In USD		USD 20/Item
B025	2.2	In EUR		USD 40/Item
B026	2.3	In JPY		USD 40/Item
B027	2.4	Other currencies		USD 30/Item
B028	3	Full value transfer		USD 30/Item
B029	4	Investigation, Amendments, Cancellation (excluding fees charged by foreign bank, if any)		USD 10/Time
B030	5	Back-valuation upon request		According to actual fees charged by foreign bank + USD 10/Item.
	<b>IV</b>	<b>Overseas Inward Remittance</b>		
B031	1	Beneficiary is ordering bank		Free
B032	2	Beneficiary is not ordering bank.		15 USD/Item for commercial MT 202 Free for MT202COV

	3	Beneficiary is a bank (MT103)		
	3.1	OUR (Codes B033 to B055 or according to agreement)		
B033	3.1.1	- Under USD 10.000		USD 10/Item
B034	3.1.2	- From USD 10.000 to USD 50.000		USD 20/Item
B035	3.1.3	- Over USD 50.000		USD 30/Item
	3.2	BEN/SHARE		
B036	3.2.1	Beneficiary bank is Vietcombank		According to Corporate or Personal Fees and Charges
B037	3.2.2	Beneficiary bank is not Vietcombank		USD 15 /Item
B038	4	Refund	VND 250,000/Item + VND 120,000 x Number of relevant SWIFT messages	USD 10 /Item + USD 05 x Number of relevant SWIFT messages
B039	5	Investigation, Amendments	VND 250,000/Item	USD 10/Item
<b>C. CHEQUE SERVICES</b>				
<b>Charge code</b>	<b>No.</b>	<b>SERVICES</b>	<b>CHARGE RATES</b>	
			<b>ACCOUNT IN VND</b>	<b>ACCOUNT IN FOREIGN CURRENCY</b>
	<b>I</b>	<b>Cheque issued by Vietcombank</b>		
C001	1	Clear cheque	VND 10,000/Book	USD 1/Book
C002	2	Certified cheque	VND 10,000/Cheque	USD 2/Cheque
C003	3	Cancellation of cheque payment	VND 10,000/Cheque	USD 2/Cheque
C004	4	Loss notification	VND 100,000/Time	USD 6/Time
C005	5	Settlement for collection	Refer to remittance fees (Remittance cheque) or withdrawal fees (Withdrawal cheque)	
	<b>II</b>	<b>Travelers' Cheque</b>		
C006	1	Credit into foreign currency account (same currency)		1%, Min USD 5 Max USD 100
C007	2	Credit into VND account or foreign currency account (different currency)		0.5%, Min USD 2 Max USD 100
	<b>III</b>	<b>Domestic Cheque Collection</b>		
C008	1	Cheque receiving for collection	VND 10,000/Cheque	USD 2/Cheque

C009	2	Settlement collection	According to actual expenses incurred	According to actual expenses incurred
C010	3	Cancellation of collection upon request	VND 10,000/Cheque	USD 2/Cheque
	<b>IV</b>	<b>Overseas Cheque Collection</b>		
C011	1	Cheque receiving for collection		USD 5/Cheque + Actual postage fee
C012	2	Settlement collection		According to actual expenses incurred
C013	3	Items returned unpaid		Actual fees charged by correspondent banks
<b>D. DOCUMENTARY COLLECTION</b>				
Charge code	No.	SERVICES	CHARGE RATES	
			ACCOUNT IN VND	ACCOUNT IN FOREIGN CURRENCY
	<b>I</b>	<b>Collection documents</b>		
D001	1	Receiving collection documents	USD 10/Set	
D002	2	Settlement for collection documents	0.2% collection amount. Min USD 20 ,Max USD 200	
D003	3	Amendments/Adjustments to collection instructions to Collecting Bank (upon request)	USD 10/Time	
D004	4	Management of collection documents (in case of collection documents paid in multiple installments)	USD 15/Set/Quarter (rounded quarter)	
D005	5	B/L endorsement	USD 10/Set	
D006	<b>II</b>	<b>Cancellation of collection documents upon request</b>	USD 10 + Fee charged by foreign banks.	
D007	<b>III</b>	<b>Collection returned unpaid</b>	USD 10 + Actual expenses incurred	
	<b>IV</b>	<b>Forwarding collection documents to other banks</b>		
D008	1	- Inside Vietnam	USD 5/Set + Actual postage fee incurred	
D009	2	- Outside Vietnam	USD 10 /Set + Actual postage fee incurred	
D010	<b>V</b>	<b>Investigation of collection upon request</b>	USD 5 /Time	
	<b>VI</b>	<b>Telecommunication fee</b>		
D011	1	SWIFT	USD 10 /Message	
D012	2	Other forms (Telex, Fax, registered/express postage ...)	According to fee charged by Post Office/Express Agency	

E. DOCUMENTARY CREDIT			CHARGE RATES	
Charge code	No.	SERVICES	ACCOUNT IN VND	ACCOUNT IN FOREIGN CURRENCY
	<b>I</b>	<b>Import Letter of Credit (L/C)</b>		
	1	L/C Opening		
E001	1.1	The L/C amount secured by current account/deposit at VCB or Reciprocal L/C (in case L/C stipulates that Import L/C is paid only after the payment for Export L/C is received)	0.05% L/C amount. Min USD 50. Max USD 500	
E002	1.2	The L/C amount secured by term deposit or Certificate of Deposit, Note and other valued paper issued by VCB	0.06% L/C amount, Min USD 50. Max USD 500	
E003	1.3	The L/C amount secured by other valued paper accepted by VCB	0.2% L/C amount, Min USD 50, Max USD 4.000	
E004	1.4	The unsecured L/C amount	Subject to agreement Min USD 50, Max USD1,500(Apply for domestic banks)	
E005	2	Amendments (increase L/C amount and/or extend tenor)	Fees incurred due to Vietcombank's additional obligation after amendment. Min USD 50. <b><i>Fee: Subject to fee of issuing L/C (Item E-I-1)</i></b>	
E006	3	Other amendments	USD 20/Time	
E007	4	Cancellation of L/C upon request	USD 30 + Fee charged by foreign banks (if any)	
E008	5	Payment for L/C (per set of document)	0.15% set amount. Min USD 50, Max USD 500	
	6	Acceptance on payment for deferred import L/C		
E009	6.1	Documents management and maintenance	USD 30 USD/Set	
E010	6.2	For unsecured amount only	Subject to agreement	
	7	Bill of lading endorsement		
E011	7.1	Before documents are received by Vietcombank	USD 15	
E012	7.2	After documents are received by Vietcombank	Free of charge	
E013	8	Issuing shipping guarantee	USD 50	
E014	9	Fee for discrepancy of import documents.	USD 80 or subject to agreement	
E015	10	Documents management (in case importer refuses payment due to document discrepancies but the presenting bank has not issued a recall of the document)	USD 15/set/quarter (rounded quarter)	



E016	11	Return of import documents	Min USD 20 + Actual postage fee incurred
E017	12	Consultation service for L/C issuance	Min USD 30
	<b>II</b>	<b>Export L/C</b>	
E018	1	Advising L/C	USD 30 + Postage Fee (If any)
E019	2	Advising amendments to L/C	USD 20 + Postage Fee (If any)
E020	3	Cancellation of L/C upon request	USD 15
E021	4	Payment for a set of documents	0.1% set amount. Min USD 20, Max USD 200.
	5	Documents examination	
E022	5.1	Documents presented at Vietcombank	Free of charge
E023	5.2	Documents examined by Vietcombank but presented at other banks	USD 20-50/Set
E024	6	Amendments/Amendments to claim letter upon request	USD 10/Time + Postage fee ( If any)
E025	7	Consultation service for documents preparation in accordance with L/C (upon request)	0.1% invoice amount. Min USD 20, Max USD 200
E026	8	Transferring export L/C	0.5% transferred L/C amount. Min USD 100, Max USD 1,500.
	9	Amendments to transferable L/C	
E027	9.1	Amendments (increase L/C amount and/or extend L/C tenor).	Fees incurred due to Vietcombank's additional obligation after amendment. Min USD 50. <b><i>Fee: Subject to fee of Transferring export L/C (Code fee: E-II-8)</i></b>
E028	9.2	Other amendments.	USD 50/Time
E029	10	Cancellation of transferable L/C	USD 50/Time
E030	11	Fee for discrepancies in transferable documents.	USD 50 or subject to agreement.
	<b>III</b>	<b>Confirming L/C</b>	
	1	L/C confirmation	
E031	1.1	The L/C amount secured by deposit	Refer to Item E-I-1
E032	1.2	The unsecured L/C amount	Subject to agreement, Min USD 50 USD
E033	2	Additional fees incurred if the due date of deferred documents drawn under L/C confirmed by VCB falls after the expiry date of L/C: fee is calculated from the expiry date of	Refer to L/C confirming fee (Item E-III-1)

		L/C to the due date of the documents.	
	3	Confirming amendments to L/C	
E034	3.1	Amendments (increase L/C amount and/or extend L/C tenor)	Fees incurred in accordance with Vietcombank's additional obligation after amendment. Min USD 50. <b>Subject to issuing L/C fee (Item E-III)</b>
E035	3.2	Other amendments	USD 20/ Time
	<b>IV</b>	<b>Telecommunication fee</b>	
	1	SWIFT message	
E036	1.1	Issuing L/C	USD 30-50/ Message
E037	1.2	Others (included relay fee)	USD 30/ Message
E038	2	Other forms (Telex, Fax, Registered/Express...)	Subject to fees charged by Post Office or Express Agency
<b>F. GUARANTEE</b>			
<b>Charge code</b>	<b>No.</b>	<b>SERVICES</b>	<b>CHARGE RATES</b>
			<b>ACCOUNT IN VND</b>
	<b>I</b>	<b>Issuing Guarantee directly upon client's request</b>	
	1	Issuing Guarantee	
F001	1.1	The guarantee amount secured by deposit	Refer to Item E-I-1
F002	1.2	The unsecured guarantee amount	Upon agreement. Min USD 50.
	2	Amendments to Guarantee	
F003	2.1	Amendments (amount increase and/or tenor extension)	Fees incurred in accordance with Vietcombank's additional obligation after amendment. Min USD 50. <b>Fee: Subject to guarantee issuing fee (Item F-I-1)</b>
F004	2.2	Other amendments	USD 50/Time
	3	Cancellation of Guarantee	
F005	3.1	Cancellation upon expiry of Guarantee	Free
F006	3.2	Cancellation upon client's request	USD 30/Item
F007	4	Payment for Guarantee	0.1% payment amount Min USD 30, Max USD 500
	<b>II</b>	<b>Issuing Guarantee against Counter Guarantee issued by correspondent banks</b>	
F008	1	Issuing Guarantee	Upon agreement Min USD 50
F009	2	Amendments (amount increase and/or tenor extension)	Fees incurred in accordance with Vietcombank's additional obligation after amendment. Min USD 50. <b>Fee: Subject to fee for issuing guarantee based on</b>

			<i>counter guarantee (Item: F-II-I)</i>	
F010	3	Other amendments	USD 50/Time	
	<b>III</b>	<b>Advising guarantee issued by Vietcombank to the beneficiary</b>		
F011	1	Advising guarantee	USD 30/Time	
F012	2	Advising amendments to guarantee	USD 20/Time	
	<b>IV</b>	<b>Collection on behalf of domestic clients under correspondent banks' guarantee</b>		
F013	1	Receiving and processing client's request	USD 30	
F014	2	Settlement for collection	0.15% settlement account Min USD 20, Max USD 200	
F015	<b>V</b>	<b>Confirming correspondent banks' guarantee</b>	Upon arrangement Min USD 50	
	<b>VI</b>	<b>Confirming amendments to correspondent banks' guarantee</b>		
F016	1	Amendments (amount increase and/or tenor extension)	Fees incurred in accordance with Vietcombank's additional obligation after amendment. Min USD 50. <b><i>Fee: Subject to fee for confirming of correspondent banks' guarantee (code fee F-V)</i></b>	
F017	2	Other amendments	USD 30/Time	
F018	<b>VII</b>	<b>Issuing undertaking to issue guarantee</b>	USD 50/Time	
F019	<b>VIII</b>	<b>Verify guarantee issued by Vietcombank</b>	Free	
	<b>IX</b>	<b>Telecommunication fee</b>		
	1	SWIFT message		
F020	1.1	Issuing guarantee	USD 30-50/Message	
F021	1.2	Others (included relay fee)	USD 30/Message	
F022	2	Other forms (Telex, Fax, Registered/Express...)	Subject to fees charged by Post Office or Express Agency.	
<b>G. REIMBURSEMENT</b>				
<b>Charge code</b>	<b>No.</b>	<b>SERVICES</b>	<b>CHARGE RATES</b>	
			<b>ACCOUNT IN VND</b>	<b>ACCOUNT IN FOREIGN CURRENCY</b>
	<b>I</b>	<b>Reimbursement authorization</b>		
G001	1	Opening case reimbursement authorization	USD 30/transaction	

G002	2	Settlement for reimbursement authorization	USD 100/ transaction
	<b>II</b>	<b>Reimbursement undertaking</b>	
G003	1	Issuing reimbursement undertaking	Upon agreement Min USD 50
	2	Amendments to reimbursement undertaking	
G004	2.1	Amendments (amount increase and/or tenor extension)	Fees incurred in accordance with Vietcombank's additional obligation after amendment. Min USD 50. <b><i>Fee: Subject to fee for issuing reimbursement undertaking (Item G-II-I)</i></b>
G005	2.2	Other amendments	USD 50
	<b>III</b>	<b>Telecommunication fee</b>	
	1	SWIFT message	
G006	1.1	Issuing reimbursement undertaking	USD 30-50/ Message
G007	1.2	Others	USD 30/ Message
G008	2	Other forms (Telex, Fax, registered/express...)	Subject to fees charged by Post Office or Express Agency

**Appendix 1. Automatic and periodic fees in original currency for selected services**

Currency	Account management (Item A-II)	Account statement by SWIFT message Item A-IV-1.2			Automatic transfer Item B-I-4
		Monthly	Weekly	Daily	
AUD	4	20	27	54	3
CAD	4	20	27	54	3
CHF	4	20	27	54	3
CNY	21	105	140	280	14
DKK	17	85	115	230	12
DZD	215	1,100	1,400	2,800	145
EUR	3	15	20	40	2
GBP	2	10	14	28	2
HKD	24	120	160	320	16
INR	140	70	930	1,860	95
JPY	270	1,345	1,800	3,600	180
KWD	1	5	7	14	1
LAK	25,400	127,000	170,000	340,000	17,000
LBP	4,500	22,500	30,000	60,000	3,000
NOK	18	90	120	240	12
SAR	12	60	80	160	8
SEK	22	110	150	294	15
SGD	5	25	35	70	3
THB	100	500	670	1,340	70