

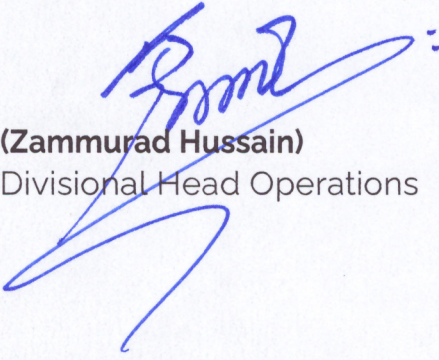
Information Circular No. IT5/HO/OPS/2023

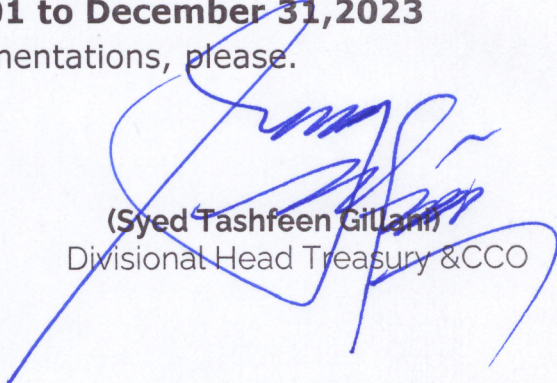
June 23, 2023

**All Chief Managers/Managers**  
Bank of Azad Jammu & Kashmir.

**SCHEDULE OF BANK CHARGES**

Schedule of Bank Charges for the period **July 01 to December 31, 2023** is enclosed herewith for information and implementations, please.

  
(Zammurad Hussain)  
Divisional Head Operations

  
(Syed Tashfeen Gillani)  
Divisional Head Treasury & CCO

CC to:

1. P.S.O to President/CEO, BAJK.
2. All Divisional Heads/CCO
3. All Regional Heads
4. All Regional Operations Managers



**BANK OF AZAD JAMMU & KASHMIR  
SCHEDULE OF BANK CHARGES**

July 01 - December 31, 2023

Sr.	Description	Charges	FED As Applicable
<b>A REMITTANCES</b>			
<b>i Issuance of DDs/Banker's Cheque.</b>			
a)	Upto Rs.100,000/-	Free for A/C Holders having average balance of Rs. 0.025 (M) For Other Account holders and Non A/C Holders, Flat Rs. 300/-	Yes
b)	Over Rs.100,000/-	Free for A/C Holders having average balance of Rs.0.025 (M). For Other Account holders and Non A.c Holders, 0.20% Min. Rs.500/-	Yes
c)	ii) DDs/Banker's Cheque Cancellation	Rs. 400/- Flat.	Yes
d)	iii) Issuance of Duplicate DD/Banker's Cheque	Rs. 200/- Flat	Yes
<b>ii Pay Order</b>			
a)	Issuance	Free for A/C Holders having average balance of Rs. 0.025 (M) For Other Account holders and Non A/C Holders, Flat Rs. 300/-	Yes
b)	Cancellation	Rs. 300/- (Flat) Plus FED	Yes
c)	Issuance of duplicate pay order	Rs. 500/- (Flat)	Yes
<b>iii Call Deposits</b>			
a)	Issuance of Call Deposit Receipt from Account	Rs. 100/- Flat	Yes
b)	Issuance of Call Deposit Receipt in Cash	Rs. 200/- Flat	Yes
c)	Issuance of Duplicate Call Deposit Receipt	Rs. 500/- Flat	Yes
d)	CDR Cancellation Charges (where CDRs' amount is refunded)	Rs. 100/- Flat	Yes
<b>iv Online Payment/ Transfer</b>			
a)	Online Cash Deposit Charges (inter-region)	Rs. 200/- Flat	Yes
b)	Online Payment/transfer Inter-region Branches	Rs. 200/- Flat	Yes
<b>B COLLETION OF BILLS</b>			
i	Clean (Including Cheques/ Dividend warrants/Banker's Cheque, payment order, Call Deposit Receipts)	0.20% Min Rs.300/ Max Rs.3,000/-	Yes
ii	For collection from within radius of 25 Km. (Outside Municipal Limits)	Rs. 250/- (Flat).	Yes
iii	Same Day Clearing Charges	Rs. 500/-	Yes
iv	Postage/ Courier Charges @ Rs. 200/- Flat will be recovered		
<b>C MISCELLANEOUS CHARGES</b>			
<b>i ISSUANCE OF CHEQUE BOOK</b>			
a)	Issuance of Cheque Book.	Rs.15/- per leaf	No
b)	Issuance of Cheque Book to CD Account holders having average balance of Rs. 0.025 (M) in Current Account.	Free of charges	
c)	Issuance of duplicate cheque book if cheque book lost (When cheque book requisition slip is not produced)	Rs100/ + cost of cheque book.	No
ii	Stop payment instructions.	Rs. 300/- per instruction	Yes
iii	Cheque Return (For outward clearing/ collection)	Rs. 300/- per cheque.	Yes
iv	Standing Instructions Fee.	Rs. 200/- per instruction	Yes
v	Issuance of duplicate TDR/BTDR	Rs. 300/- Flat	Yes
vi	Request for Statement of Account outside periodical cycle	Rs. 50/- Flat	Yes
vii	Issuance of Balance certificate	Rs. 200/- Flat	Yes

**Note:**

All Govt. accounts are exempted from levy of above charges (Applicable on A, B & C)

All senior citizens of the age of 60 or above will be entitled for 50% special concessjon in bank charges (Applicable on A, B & C)

Clients having average balance of Rs. 0.025 M in Current accout and Rs. 0.100 M in all other accounts are exempted from levy of above charges (Applicable on B & C)



Sr.	Description	Charges	FED As Applicable
<b>D</b>	<b>ADVANCES</b>		
<b>1</b>	<b>PROCESSING FEE</b>		
<b>i</b>	<b>Commercial Finance:</b>		
a)	Running Finance	1.00% of Limit (Min. Rs. 2,000/- Max Rs. 10,000/-) for fresh as well as for Enhancement & Renewal.	Yes
b)	Demand Finance	1.00% of Limit (Min. Rs.3,000/- Max Rs.10,000/ for fresh as well as for Enhancement.	Yes
c)	Housing Finance	1.00% of Limit (Min. Rs.3000/- Max. Rs.10,000/-) for Fresh as well as for Enhancement.	Yes
d)	Auto Finance	1.00% of the Limit, Minimum Rs. 1,000/- Maximum Rs. 3,000/	Yes
e)	BAJK Tourism Promotion	1.00% of Limit Min. Rs. 2,000/- & Max. Rs.5,000/-	Yes
f)	Health Services	0.20% of Limit Min. Rs.5,000/- Max. Rs.10,000/-	Yes
<b>ii</b>	<b>Agriculture Finance</b>		
a)	Production Loans	Rs.1,000/- Flat	Yes
b)	Development Loans	0.5% of the Limit Min. Rs1,000/ Max. Rs.4,000/-	Yes
<b>iii</b>	<b>Consumer Finance</b>		
a)	Advance Salary	1% of Loan amount (Min. Rs. 1,000/- Max. Rs. 3,000/-)	Yes
b)	Housing Finance	Rs.5,000/-	Yes
c)	Car/Motorcycle Finance	Car: Rs.3,000/- Motor-cycle: Rs.1,000/-	Yes
d)	Personal Loan	0.10% of the Limit Min. Rs. 500/-, Max. Rs.1,000/-	Yes
e)	Finance against Gold	1.00% of the Limit Min. Rs.1,000/- Max. Rs. 2,000/-	Yes
f)	Home Appliances	1.00% of the Limit Min. Rs. 1,000/- Max. Rs. 3,000/-	Yes
g)	Data Check Charges	Rs. 50/- (Flat)	No
<b>iv</b>	<b>Micro Finance</b>	Rs.1,000/ Flat	
<b>v</b>	<b>Desi Murg Bani</b>	Free	
<b>vi</b>	<b>Finances under MOUs with Government</b>		
a)	AKSIC(All Schemes)	1.00% of the Limit Min. Rs. 2,000/- Max. Rs. 5,000/-	Yes
b)	Poultry Loan	1.00% of the Limit Min. Rs.1,000/- Max. Rs. 5,000/-	Yes
c)	Dairy/Goat/Sheep	1.00% of the Limit Min. Rs.1,000/- Max. Rs. 5,000/-	Yes
d)	Agri.Based Loan	1.00% of the Limit Min. Rs.1,000/- Max. Rs.5,000/-	Yes
e)	Women Empowerment Prosperous Kashmir	Free	
<b>2</b>	<b>OTHER CHARGES</b>		
<b>i</b>	<b>Change of Security</b>	Rs.1,000/- (other than property as security) Rs. 5,000/- (in case of property as security)	Yes
<b>ii</b>	<b>Site visit for verification of property and business place (one time)</b>	0.5% of Limit, Min. Rs.1,000/, Max. Rs. 2000/-	Yes
<b>iii</b>	<b>Restructuring/ Rescheduling</b>	1% of the restructure/ reschedule amount Min.Rs.1,000/- Max. Rs. 5,000/-	Yes
<b>iv</b>	<b>For issuance of NOC for creating additional pari passu charge</b>	Rs. 3,000/- (Flat)	Yes
<b>v</b>	<b>Legal Expenses</b>	Rs. 3,000/ Flat.	Yes
<b>vi</b>	<b>GUARANTEES</b>	If secured against 100% cash margin in Current Deposit Account Commission up to 0.30% per quarter Against lien on Ruminative Account 0.50% per quarter Others (including Mortgages etc.) 0.60% per quarter	Yes Yes Yes



vii	AMENDMENTS	Rs.1,500/- per amendment (flat) or commission at rate specified above if amendment involves increase in amount or extension in period.	Yes
viii	Vehicle Repossession Charges	Rs. 10,000/ Flat.	Yes
ix	Charge Creation Charges	Rs. 1,000/ Flat.	Yes
x	Mortgage Redemption Charges	Rs. 2,000/ Flat.	Yes
All the above charges are not applicable to staff finances			
<b>E LOCKERS</b>			
i	<b>Annual Fee</b>		
a)	Small	Rs. 2,000/- P.A	Yes
b)	Medium	Rs. 3,000/- P.A	Yes
c)	Large	Rs. 4,000/- P.A	Yes
d)	Extra Large	Rs. 6,000/- P.A	Yes
ii	<b>Key Deposit (applicable on new issuance)</b>		
a)	Small & Medium	Rs.3,000/-	No
b)	Large & Extra Large	Rs.3,000/-	No
iii	<b>Breaking Charges</b>		Actual Min. Rs.2,000/-
<b>Note:</b> Bank staff is exempted from key deposit, however 50% locker fee is recoverable			
Clients having 0.050(M) average deposit in their accounts are exempted from locker fee			
<b>F OTHER CHARGES</b>			
i	Utility Bills Collection Charges	Rs. 8/- per Bill	No
ii	Delivery of Cheque Book by Registered Mail/Courier	Rs. 200/- Flat	No
iii	Closure of Account charges	Rs.300/-	No
iv	Handling of payments /balances from deceased accounts against Succession Certificates.	No Charges	No
v	SMS Alert Charges	Rs.20/- per month	No