

BAJK/HO/OPS/2025/ 007

January 02, 2025

All Chief Managers/Managers  
Bank of Azad Jammu and Kashmir,

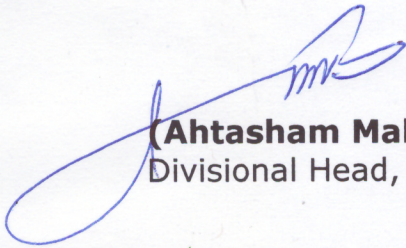
**SCHEDULE OF BANK CHARGES**

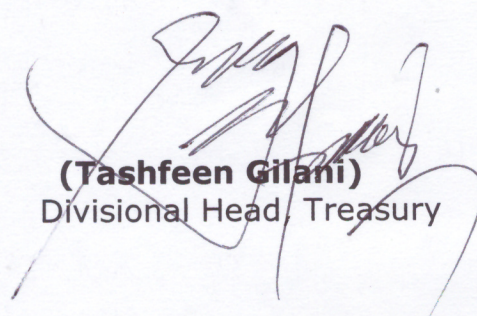
Dear Sir(s)/Madam(s),

This is to inform you that the Schedule of Bank Charges for the period Jan 01 to June 30, 2025, is enclosed herewith for your information and implementation.

Please ensure that the revised (highlighted) charges are implemented from Jan 01, 2025, onwards.

Your cooperation in this regard is highly appreciated.

  
**(Ahtasham Malik)**  
Divisional Head, Operations

  
**(Tashfeen Gilani)**  
Divisional Head, Treasury

CC To:

1. PSO to President/CEO
2. All Divisional Heads/CCO/CS
3. All Regional Heads/ROMs



**BANK OF AZAD JAMMU & KASHMIR**  
**SCHEDULE OF BANK CHARGES**  
**Jan 01 - Jun 30 2025**

Sr.	Description	Charges	FED As Applicable
<b>A</b>	<b>REMITTANCES</b>		
<b>i</b>	<b>Issuance of DDs/Banker's Cheque.</b>		
a)	Upto Rs.100,000/-	Free for Account Holders having average balance of: i) Rs. <b>0.100 (M)</b> in CD Account or ii) Rs. <b>0.500Mn</b> in Saving Accounts. For Other Account holders and Non Account Holders, Flat Rs.400/ <i>Note: Charges for issuance of Banker's Cheque for payment of fee/dues in favor of Educational Institutions, HEC/Board etc. 0.50% of fee/dues or Rs. 25/- per instrument*, whichever is less.</i> <i>*Charges amount should not exceed Rs. 25/- inclusive of FED</i>	Yes
b)	Over Rs.100,000/-	Free for Account Holders having average balance of i) Rs. <b>0.100 (M)</b> in CD Account or ii) Rs. <b>0.500Mn</b> in Saving Accounts.. For Other Account holders and Non Account holders, 0.20% Min. Rs.500/-	Yes
c)	ii) DDs/Banker's Cheque Cancellation	Rs. 500/- Flat	Yes
d)	iii) Issuance of Duplicate DD/Banker's Cheque	Rs. 500/- Flat	Yes
<b>ii</b>	<b>Pay Order</b>		
a)	Issuance	Free for Account Holders having average balance of: i) Rs. <b>0.100 (M)</b> in CD Account or ii) Rs. <b>0.500Mn</b> in Saving Accounts. For Other Account holders and Non A/C Holders, Flat Rs. 300/- <i>Note: Charges for issuance of Banker's Cheque for payment of fee/dues in favor of Educational Institutions, HEC/Board etc. 0.50% of fee/dues or Rs. 25/- per instrument*, whichever is less.</i> <i>*Charges amount should not exceed Rs.25/- inclusive of FED</i>	Yes
b)	Cancellation	Rs. 500/- (Flat)	Yes
c)	Issuance of duplicate pay order	Rs. 500/- (Flat)	Yes
<b>iii</b>	<b>Call Deposits</b>		
a)	Issuance of Call Deposit Receipt from Account	Free for Account Holders having average balance of i) Rs. <b>0.100 (M)</b> in CD Account or ii) Rs. <b>0.500Mn</b> in Saving Accounts. For Other Account holders Rs.200/- Flat	Yes
b)	Issuance of Call Deposit Receipt in Cash	Rs. 300/- Flat	Yes
c)	Issuance of Duplicate Call Deposit Receipt	Rs. 500/- Flat	Yes
d)	CDR Cancellation Charges (where CDRs' amount is refunded in Account)	Rs.200/- Flat	Yes
e)	CDR Cancellation Charges (where CDRs' amount is refunded in Cash)	Rs.300/- Flat	Yes
<b>iv</b>	<b>Online Payment/ Transfer</b>		
a)	Online Cash Deposit Charges (inter-region)	<b>Free of Charge</b>	Yes
b)	Online Payment/transfer Inter-region Branches	Free for Account Holders having average balance of Rs. i) <b>Rs. 0.100 (M)</b> in CD Account or ii) <b>Rs.0.500Mn</b> in Saving Accounts <b>and Accounts where salary is received.</b> For Other Account Holders, Rs. 300/- Flat	Yes
<b>B</b>	<b>COLLECTION OF BILLS</b>		
<b>i</b>	Clean (Including Cheques/ Dividend warrants/Banker's Cheque, payment order, Call Deposit Receipts)	0.20% Min Rs.300/ Max Rs.5,000/-	Yes
<b>ii</b>	For collection from within radius of 25 Km. (Outside Municipal Limits)	Rs. 250/- (Flat).	Yes
<b>iii</b>	Same Day Clearing Charges	Rs. 500/-	Yes
<b>iv</b>	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.20/- per leaf	No
b)	Issuance of Cheque Book to CD Account holders having average balance of Rs. 0.100 (M) in Current Account or Rs.0.500M in other Accounts	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 Charges.	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	<b>Rs. 35/- Flat</b>	<b>Yes</b>
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 concession in bank charges (Applicable on A, B & C)

**Clients having average balance of Rs. 0.100M in Current account and Rs. 0.500 M in all other accounts are exempted from levy of above charges (Applicable on A,B&C)**

All BAJK Employees are exempted from levy of Issuance of Cheque Book Charges

<b>D ADVANCES</b>			
<b>1 PROCESSING FEE</b>			
<b>i 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. 2,000/- Maximum Rs. 5,000/-	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
g)	Processing Fee for Non-Fund based Facilities	1.00% of Limit (Min. Rs. 2,000/- Max Rs. 10,000/-) for fresh as well as for Enhancement & Renewal.	Yes
h)	Guarantees (Commitment Fee/Charges for Unutilized portion of open Letter of Guarantee)	0.10% per quarter	Yes
<b>ii Agriculture Finance</b>			
a)	Production Loans	Rs.1,000/- Flat	Yes
b)	Development Loans	0.5% of the Limit Min. Rs.1,000/ Max. Rs.4,000/-	Yes
<b>iii Consumer Finance</b>			
a)	Advance Salary	1% of Loan amount (Min. Rs. 3,000/- Max. Rs. 6,000/-)	Yes
b)	Housing Finance	Rs.5,000/-	Yes
c)	Car/Motorcycle Finance	Car Rs.5,000/- Motor-cycle:Rs.2,000/	Yes
d)	Personal Loan	1.00% of the Limit Min. Rs. 1,000/-, Max. Rs.2,000/-	Yes
e)	Finance against Gold	1.00% of the Limit Min. Rs.2,000/- Max. Rs. 5,000/-	Yes
f)	Home Appliances	1.00% of the Limit Min. Rs. 1,000/- Max. Rs. 3,000/-	Yes
g)	Data Check Charges	Rs. 200/- (Flat)	No
iv	Micro Finance	Rs.1,000/ Flat	
v	Desi Murg Bani	Free	



<b>2 OTHER CHARGES</b>			
i	Change of Security	Rs.1,000/- (other than property as security)	Yes
		Rs. 5,000/- (in case of property as security)	Yes
ii	Site visit for verification of property and business place (one time)	0.5% of Limit, Min. Rs.1,000/, Max. Rs. 2000/-	Yes
iii	Restructuring/ Rescheduling	1% of the restructure/ reschedule amount Min.Rs.1,000/- Max. Rs. 5,000/-	Yes
iv	For issuance of NOC for creating additional pari passu charge	Rs. 3,000/- (Flat)	Yes
v	Legal Expenses	Rs. 3,000/ Flat.	Yes
vi	GUARANTEES	If secured against 100% cash margin in Current Deposit Account Commission up to 0.25% per quarter	Yes
		Against lien on Ruminative Account 0.40% per quarter	Yes
		Others (including Mortgages etc.) 0.50% per quarter	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	Vechile Repossession Charges	Rs. 10,000/ Flat.	Yes
ix	Charge Creation Charges	<b>Rs. 2,000/ Flat.</b>	<b>Yes</b>
x	Mortgage Redemption Charges	Rs. 2,000/ Flat.	Yes
All the above charges are not applicable to staff finances			
<b>E LOCKERS</b>			
<b>i 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
<b>ii Key Deposit (applicable on new issuance)</b>			
a)	Small	Rs.3,000/-	No
b)	Medium	Rs.3,500/-	No
c)	Large	Rs.4,000/-	No
d)	Extra Large	Rs.5,000/-	No
iii	<b>Break Opening Charges</b>	Actual Min. Rs.2,000/- on lockers issued before 31-12-2022 and Min Rs.3,000/ on lockers issued after that.	No
<b>Note:</b> Bank staff is exempted from key deposit, however 50% locker fee is recoverable			
<b>Clients having Rs.0.100(M) average deposit in their CD accounts are exempted from locker fee.</b>			
<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
VI	Charges on Non-activation of Dormant Account having balance less than Rs.5000/-	Flat Rs.50/- per month	No

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