

Schedule of Fees and Charges for **Corporate** **clients**

/Residents/



Approved by Decision No
3/55/2019 of 26 September 2019 of
AS Citadele banka's Management
Board.

Effective as of 01 December 2019.

**More
opportunities**

**=
Citadele**

CONTENT

Payment plans

Payments

Cash operations

Payment cards

X cards

Maestro cards

Other payment card services

Lending

Credit, Credit Line, Overdraft

Microloan for legal entities without pledge

Bank Guarantee

Import Letter of Credit

Export Letter of Credit

Documentary collection

Other services related to lending

Remote account management systems

Deposits

Financial instruments and currency exchange transactions

Depository services

Safe keeping services

Safe-box Rent

Additional services

Appendix 1 Safe-box depository

Appendix 2 Fees appliance conditions

Appendix 3 Products and services that are no longer offered

Payment plans

Service	Fee		
	Payment Plan 'Citadele 15'	Payment Plan 'Citadele 55'	Payment Plan 'Citadele 120'
1.1. Commission fee for the Payment Plan per month	7 EUR	17 EUR	37 EUR
1.2. Electronic payments within Citadele Bank incl. to Estonian and Lithuanian branches (without limitations)	Free of charge		
1.3. Standard electronic EUR payments and SEPA Instant payments within EU	15 payments - free of charge	55 payments - free of charge	120 payments - free of charge
1.4. Opening and maintenance of current account	1 account - free of charge	3 accounts - free of charge	3 accounts - free of charge
1.5. Fee for X Business card (EUR), Visa Business card (EUR), Mastercard Business card ¹ (EUR) within 12 months from the moment of drawing up of the Payment Plan	1 card	2 cards	3 cards
1.6. Connection to Citadele Online Banking and activation of MobileScan or issue of Digipass GO3 to one user	Free of charge		
1.7. Connection to Citadele SMS Bank	Free of charge		
1.8. For new corporate clients	Payment plan for the first 6 months - free of charge		

ACCOUNTS

Service	Fee
2. Current account	
2.1. Opening of current account	15 EUR
2.2. First verification of company documents upon account opening, where the owners or beneficiaries have their identity document issued outside Latvia, Lithuania, Estonia or do not have a permanent residency permit issued in Latvia.	Individually (min. EUR 500) ²
2.3. Maintenance of current account:	
2.3.1. if account's average monthly balance is equal to or exceeds EUR 150 000	Free of charge
2.3.2. if account's average monthly balance is less than EUR 150 000	3.60 EUR per month
2.3.3. if current account with payment card(-s) attached is (are) the only account (-s) at Citadele Bank	3.60 EUR per month
2.3.4. if there have not been customer's initiated transactions performed on the current account for more than 12 months and customer has no other contracts concluded with Citadele Bank	6 EUR per month
2.3.5. if there is negative balance on the account and the account is not used for credit repayment	4.30 EUR per month
2.4. Remuneration to Citadele banka for the balance of money in the current account of a client or a group of related clients exceeding ³ :	Annual interest rate:

¹ Visa Business, Mastercard Business - only for existing contracts.

² Fee is payable upon submitting account opening application

³ It is calculated from the balance in the current account for each calendar day when the account balance at the end of the day is equal to or exceeds the amounts specified in the Schedule of Fees and Charges, and the total amount calculated in a calendar month is deducted from the account on the last day of the same month.

2.4.1. CHF 100 000	1%
2.4.2. DKK 750 000	1%
2.4.3. EUR 1 000 000 ⁴	0,25%
2.3.4. SEK 1 000 000	1%
2.5. Closure of account	Free of charge

3. Escrow account⁵	
3.1. Processing of escrow account	0.4% of transaction amount (min. 100 EUR)
3.2. Processing of amendments in escrow account agreement	35 EUR
3.3. Processing of agreement of escrow account with non-standard provisions	Individually
3.4. Processing of escrow account agreement, if escrow account is used within the lending transaction ⁶	0.5% of transaction amount (min. EUR 150)

Payments

Service	Fee	
	Online Banking and mobile app	Branch
4. Payments within Citadele bank int.al.to Estonia and Lithuania branch		
4.1. Between own accounts	Free of charge	5 EUR
4.2. Between accounts of different customers	0.15 EUR	5 EUR
4.3. Salary payments ⁷	Free of charge	Not available
4.4. Non-cash currency exchange	Free of charge	Free of charge

5. Euro payments		
5.1. SEPA ⁸ and SEPA ⁶ instant payment (see Appendix No 2, Sub-chapter 1)	0.45 EUR	5 EUR ⁹
5.2. Standard payment to another bank		
5.2.1. SHA (shared)	12 EUR	18 EUR
5.2.2. OUR (remitter)	25 EUR	35 EUR
5.3. Urgent payment to other bank		
5.3.1. SHA (shared)	20 EUR	30 EUR
5.3.2. OUR (remitter)	36 EUR	48 EUR

6. Payments in foreign currency¹⁰		
6.1. Standard EEA payment ¹¹		
6.1.1. SHA (shared)	12 EUR	18 EUR
6.1.2. OUR (remitter)	25 EUR	35 EUR
6.2. Urgent EEA payments		
6.2.1. SHA (shared)	20 EUR	30 EUR
6.2.2. OUR (remitter)	36 EUR	48 EUR

Citadele bank shall individually notify the Client about the application of remuneration 14 calendar days in advance, except for cases when the Client fails to meet the conditions set forth in Clause 1. below as a result of which the remuneration shall be applied without separate notice.

The remuneration shall be applied to all clients which are:

- insurance or reinsurance companies and financial institutions (including branches thereof) controlled by FCMC or other financial market supervisory authorities whose main activity is related to the providing of financial services;
- other providers of lending and leasing services.

⁴ If currency of the account is not EUR, fee is charged in equivalent, till account balance is zero.

⁵ The customer who wants to open a transaction account (lending excluded) is serviced only at Corporate Clients Service Division, branch 'Citadele', and at customer service centers and branches outside Riga.

⁶ Commission fee can be increased in specific instances.

⁷ Payments submitted in Internetbank through Salary payment register or through file import as salary payment.

⁸ SEPA payments are payments in EUR currency within the European Union (as well as Iceland, Switzerland, Liechtenstein and Norway). Detailed information in Appendix 2 "Fees appliance conditions".

⁹ SEPA instant payment is not available at branches.

¹⁰ Special conditions for foreign currency payments' processing are described in Appendix 2.

¹¹ EEA payment - payments in BGN, CZK, DKK, GBP, ISK, NOK, PLN, SEK currencies to an account opened with payment institution of EEA.

6.3. Standard payment in USD currency		
6.3.1. SHA (shared)	15 EUR	25 EUR
6.3.2. OUR (remitter)	30 EUR	45 EUR
6.4. Standard payment in other currencies		
6.4.1. SHA (shared)	20 EUR	30 EUR
6.4.2. OUR (remitter)	40 EUR	50 EUR
6.5. Urgent payment in other currencies		
6.5.1. SHA (shared)	35 EUR	45 EUR
6.5.2. OUR (remitter)	55 EUR	65 EUR

7. Regular payments	
7.1. Registration of regular payment	Free of charge
7.2. Execution of regular payment order	As for electronic payments from current account
7.3. E-bill regular payment in EUR (within Citadele Bank) ¹²	0.28 EUR
7.4. E-bill regular payment in EUR (payments to other Bank in Latvia)	0.45 EUR

8. Incoming transfer to account	
8.1. From account in Citadele Bank int.al.from Estonia and Lithuania branches, SEPA	Free of charge
8.2. Other incoming transfers with commission type BEN and SHA	3 EUR equivalent

9. Non-cash currency exchange	In accordance with Citadele Bank rate, without additional commission fee
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10. Investigation of payments ¹³	
10.1. Investigation, amendment or sending of cancellation's request for payment in any currency within Citadele Bank (int. al. foreign branches), to other banks in Latvia, Lithuania, Estonia	25 EUR
10.2. Investigation, amendment of payment or sending of cancellation's request – other cases	100 EUR + additional fee ¹⁴

11. Bill payment in Citadele Bank ATMs (see Appendix No 2 sub-chapter 2)	Free of charge
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Cash operations

Service	Fee
12. Cash deposit	
12.1. To account in Citadele Bank (deposit currency must accord to account currency ¹⁵):	
12.1.1. EUR, per each deposit	0.2% of amount (min.5 EUR)
12.1.2. Other currencies	0.8% of amount (min.10 EUR)
12.2. EUR cash deposits through Citadele Bank's ATMs to accounts of payment cards issued by Citadele Bank	Free of charge

¹² Actual list of enterprises which bills' regular bill payment is performed within Citadele Bank is published in Citadele Bank web page.

¹³ If the customer's account has already been debited, Citadele Bank does not guarantee that the payment amount will be refunded. The Bank releases funds to its customer only if the payment amount is recovered from the correspondent bank and recipient bank.

¹⁴ If bank – intermediate and/or bank – receiver requests commission fee during the investigation of the payment, mentioned extra fee is charged from customer's account.

¹⁵ Cash deposit in own Savings account, Savings account+ current account for term-deposit opening, only in the day of term-deposit opening and simultaneously making order for depositing of these funds into term-deposit's account – free of charge.. Cash deposit up to EUR 10 000 in business entity's current account in the day of opening this account – free of charge. Cash deposit in own account (up to EUR 9.99 per day) if there is unauthorised negative balance of the mentioned account – free of charge.

12.2.1. Up to 10 000,00 EUR within one calendar month for the client's account in total	Free of charge
12.2.2. Exceeding 10 000,00 EUR within one calendar month for the client's account in total	0,2%
12.3. Payment in EUR (up to EUR 15 000) to State Treasury using cash deposit (without using current account)	7 EUR + 0.5% of amount

13. Cash withdrawal from account ¹⁶	
13.2. EUR	0.5% of amount (min. 5 EUR)
13.3. Other currencies	0.8% of amount (min. 10 EUR)

14. Other cash operations, coins and banknotes processing	
14.2. Currency exchange	3.5 EUR (for a deal) for current customers of Citadele bank if own personal identification document 7 EUR (for a deal) in other cases
4.3. Cash withdrawal over the branch limit ¹⁶	3% of deal amount (min. 20 EUR)
14.4. Currency exchange if specific nominals provided upon prior order	3% of deal amount (min. 20 EUR)
14.5. Exchange of EUR banknotes to the banknotes of another face value and/ or coins	3% (min. 20 EUR)
14.6. Acceptance of withdrawn from circulation, defective or old/outworn banknotes (except EUR) ¹⁷	5% (min. 20 EUR)
14.7. Additional commission for coin processing, for EUR coins	10% of amount (min. 20 EUR)

Payment cards

15. X cards

Currency	X Business		X Corporate	
	EUR	EUR	EUR	USD
15.2. Fee for card	3.60 EUR per month	8.50 EUR per month	70 USD per annum	
15.3. New card issue (instead of existing)	Free of charge			
15.4. Commission fee for goods and services purchase	Free of charge	Free of charge	0.5%	
15.5. Cash withdrawal in ATMs of Citadele Bank	0.5% (min. 3 EUR)	3% (min. 3 EUR)	3% (min. 5 USD)	
15.6. Cash withdrawal in other banks, in ATMs of other banks	1.5% (min. EUR 3)	3% (min. 3 EUR)	3% (min. 5 USD)	
15.7. Credit limit amount	Individually			
15.8. Minimum instalment	100% of the excess expenditure + 100% of the excess expenditure	5% of the excess expenditure + 100% of the excess expenditure	100% of the excess expenditure + 100% of the excess expenditure	
15.9. Interest rate (per annum)	24%	20%	24%	
15.10. Late payment interest (increased credit interest, per annum)	60%			
15.11.	0.175%			

¹⁶ Commission fee is charged during ordering. Cash order must be performed at least one Citadele Bank working day before. Ordered nominals are available in customer service centre till the end of the day of deal, agreed between customer and Citadele Bank. About time of order execution Bank Citadele and customer agree individually. Cash limits, which are available in every branch without pre-ordering is set out in Bank Citadele website www.citadele.lv and can be changed without prior notice

¹⁷ Information regarding the acceptance of the banknotes: at Citadele Bank Customer service centres or asking the question in Contact forms at home page www.citadele.lv

Late payment interest (per day)			
15.12. Payment from account	As from current account	As from current account +3%	
15.13. Currency exchange mark-up fee	4.3%	3%	4.3%
15.14. Priority Pass	Not offered	Free of charge	
15.15. Fee for 1 person's visit at Priority Pass VIP lounge at the airport	Not offered	30 EUR (VAT included) ¹⁸	
15.16. Concierge service ¹⁹	Not offered	EUR 200 annum	USD 300 annum

16. Mastercard Business Debit cards

	Payment card	Cash deposit card
	EUR	EUR
16.2. Fee for card	1.25 EUR per month	0.50 EUR per month
16.3. New card issue (instead of existing)	Free of charge	
16.4. Commission fee for goods and services purchase	Free of charge	Not available
16.5. Cash withdrawal in Citadele Bank ATMs in Latvia	0.5% (min.0.75 EUR)	
16.6. Cash withdrawal in other banks, in ATMs of other banks	1% (min. 3 EUR)	
16.7. Credit limit amount	Not available	
16.8. Late payment interest (increased credit interest, per annum)	60%	
16.9. Late payment interest (per day)	0.175%	
16.10. Payment from account	As from current account	
16.11. Currency exchange mark-up fee	4.3%	-

17. Other payment card services

SERVICE	Fee	
	EUR	USD
17.1. Balance review in ATMs:		
17.1.1. in Citadele Bank (Latvia) ATMs	Free of charge	
17.1.2. in ATMs of other banks in Latvia	0.50 EUR	1 USD
17.1.3. in ATMs of other banks abroad	0.50 EUR	1 USD
17.2. Daily limit for one payment card for cash withdrawal at ATMs and POS terminals:		
17.2.1. using Maestro, Mastercard Business Debit, X Business, VISA Business, MasterCard Business	2 200 EUR	Equivalent 2 200 EUR
17.2.2. using Mastercard Business Gold, Visa Business Gold, X Corporate	3 000 EUR	Equivalent 3 000 EUR
17.3. Cash and POS operations' daily or monthly limit increase above limit set in Pricelist, for one payment card	EUR 7 or equivalent which is deducted from customer's account upon receipt of customer's application and limit increase	
17.4. Monthly limit for one payment card for cash withdrawal at ATMs and POS terminals:		
17.4.1. using Maestro, Mastercard Business Debit, X Business, VISA Business, MasterCard	15 000 EUR	Equivalent 15 000 EUR

¹⁸ Fee for visit (set in EUR) will be converted in card account's currency according to Citadele Bank exchange rate for non-cash operations, for the day when mentioned fee will be booked into account.

¹⁹ Service fee is applied for each payment card (incl. supplementary card) / cardholder linked to Concierge Service.

Business, X Corporate, VISA Business Gold, MasterCard Business Gold		
17.5. Urgent card issue within 3 hours ²⁰	30 EUR	30 USD
17.6. Change of card's PIN-code in Citadele ATM or mobile application	Free of charge	

Lending

18. Credit, Credit Line, Overdraft

Service	Fee
18.1. Consideration of an application for new credit, credit line, overdraft/ for amendments of credit transaction ²¹ :	
18.1.1. For transactions up to 300 000 EUR	75 EUR
18.1.2. For transactions above 300 000 EUR	400 EUR
18.2. Execution of a new credit, credit line, overdraft (int. al. additional limit granting or setting of new term of repayment):	
18.2.1. credit line, overdraft	0.7% of credit line, overdraft limit/ increase of limit (min. EUR 150)
18.2.2. credit	1% of the credit total amount / increase of amount (min. EUR 300)
18.3. Execution of amendments ²⁴ :	
18.3.1. changes of repayment schedule with term extension:	
18.3.1.1. up to 1 year	0.5% of issued and unpaid credit or credit line, overdraft limit amount (min. EUR 300)
18.3.1.2. more than 1 year	1% of issued and unpaid credit or credit line, overdraft limit amount (min. EUR 300)
18.3.2. Credit repayment and/ or interest payment conditions amendments without changing of credit maturity term (except change of payment date), change of currency set in credit or credit line or overdraft agreement, change of interest rate type, change of transaction type, int.al. transfer of credit line to credit or vice versa	1% of issued and unpaid credit or credit line, overdraft limit amount (min. EUR 75)
18.3.3. Changes of loan collateral registered in public registers, int. al. change of pledgor, change of one collateral to another and others:	
18.3.3.1. real estate	0.1% of issued and unpaid credit amount or credit line, overdraft limit (min. EUR 150)
18.3.3.2. other types of loan security	EUR 150 per each loan security object for which changes are made
18.4. other amendments not mentioned in sup-positions of paragraph 18.3.	EUR 75 per each document
18.5. Full or partial premature repayment of credit/ reduction of credit line limit ²⁴ :	
18.5.1. premature repayment of credit/ reduction of credit line, overdraft limit, int .al. in instances of refinancing	2% of prematurely repayable/ limit reduction amount (min. EUR 750)
18.5.2. execution of mutual agreement or escrow account agreement about escrow account in other bank ²⁴	0.5% of transaction amount (min. 500 EUR), simultaneously the respective commission fee set in paragraph 18.5.1. or set in credit/credit line

²⁰ Refers only to plastic and PIN code producing. Card can be received only at branch 'Citadele' 2A Republikas Square, Riga.

²¹ Commission fee can be increased in specific or non-standard instances

	agreement is applied
18.6. execution of amendments in documents, mentioned in paragraph 18.5.2.	75 EUR per each document
18.7. Fee for credit resources reservation	Individually, min. 1% per annum of not issued credit amount/ undrawn credit line limit

19. Microloan for legal entities without pledge

Service	Fee
19.1. Consideration of an application for new Microloan	Free of charge
19.2. New Microcredit Processing, incl. granting an additional limit	2% of amount (maks. 150 EUR)
19.3. Full or partial premature repayment of credit/ reduction of credit line limit ²²	Free of charge
19.4. Fee for credit resources reservation, int. al. undrawn limit of credit line	Free of charge
19.5. Transaction term extension	1% of amount (max 150 EUR)
19.6. Fee for Business card	According to the current Price List
19.7. Interest rate (per year)	Individually

20. Bank Guarantee

Service	Fee
20.1.Consideration of an application for receiving of guarantee (s)/ consideration of amendments:	
20.1.1.if secured by cash assets or term deposit	Free of charge
20.1.2.other security²³	Free of charge
20.1.Preparation of agreement on issuance of bank guarantee(s) and related documents:	
20.2.1.if secured by cash assets or term deposit	Free of charge
20.2.2.other security	As agreed (min 150 EUR)
20.1. Issuance of a guarantee/ increase in guarantee amount / term prolonging:	
20.1.1. if secured by cash assets or term deposit	As agreed (min. 120 EUR) 0.3% from guarantee amount / of amount regarding which amendments are made to (min. EUR 100)
20.1.2. other security	As agreed (min. 150 EUR) 0.8% from guarantee amount / of amount regarding which amendments are made to (min. EUR 150)
20.2. Fee for guarantee utilisation:	
20.2.1. if secured by cash assets or term deposit	1% p.a. (min. 40 EUR) 0.8% per annum of guarantee amount / of amount regarding which amendments are made to
20.2.2. other security	As agreed (min. 40 EUR) Starting from 3% per annum of guarantee amount / of amount regarding which amendments are made to
20.3.Amendments to the agreement	75 EUR
20.3. Amendment to guarantee, guarantee cancellation before expiry date (except increase in guarantee amount)	80 EUR
20.4. Notification on possible issuance of guarantee Amendments to guarantee (including increase in guarantee amount)	50 EUR
20.5. Additional commission fee for urgent issuance execution of guarantee, its amendments confirmation , during 1 working day	70 EUR
20.6. Preparation and reconciliation of the guarantee's draft (applicable if guarantee is not issued)	70 EUR
20.7. Payment under guarantee/ Handling Processing of payment demand	0.2% from of the repayable amount claimed (min. EUR 200)
20.8. Advice of a Notification on guarantee issued by another bank	85 EUR

²² Commission fee can be increased in specific or non-standard instances

²³ ~~This commission is not applied to applications for guarantee issuance within the scope of guarantee line.~~

	0.1% of guarantee amount (min. EUR 85, max. EUR 500)
20.9. Advice of an Notification on amendment to the guarantee issued by other bank, cancellation revocation of the guarantee	75 EUR
20.10. Handling-Preparation and sending of the claim under the guarantee issued by other bank, on behalf as per request of the customer	250 EUR
20.11. Review and confirmation of the authenticity of the guarantee issued by the other bank	40 EUR
Revocation of the guarantee before expiry date ²⁴	25 EUR
20.12. SWIFT message	10 EUR
20.13. Costs of courier services/ mail	Actual costs

21. Import Letter of Credit

Service	Fee
21.1. Consideration of an application for issuance of import letter of credit	Free of charge
21.2. Issuance of a letter of credit-Execution of a new import letter of credit / increase of amount of the import letter of credit	As agreed (min. 150 EUR) 0.25% of value / increase of the value of import letter of credit (min. EUR 170)
21.1. Fee for letter of credit utilisation	
21.1.1. if secured by cash assets or term deposit	1% p.a. (min. 40 EUR)
21.1.2. other security	As agreed (min. 40 EUR)
21.2. Issuance of amendment to the provisions of import letter of credit (except for increase in amount of the import letter of credit), revocation or cancellation of the unutilised import letter of credit, amendments of agreement	80 EUR
21.3. Import Letter's of credit draft preparation and reconciliation (applicable if import letter of credit is not issued)	70 EUR
21.4. Additional commission fee for urgent execution of the import letter of credit, during 1 working day	50 EUR
21.4. Handling and payment of documents Review of documents, payment	0.2% from amount of value of documents (min. 150 EUR)
21.5. Handling of discrepant documents Commission for discrepancies in documents presented	85 EUR
21.6. Return of unpaid documents	40 EUR
21.7. Endorsement of documents of letter of credit	70 EUR
21.8. Revocation of letter of credit before expiry date	25 EUR
21.9. Notification on issuance of Assignment of proceeds	50 EUR
21.8. Deferred payment administration	85 EUR
21.9. SWIFT message	10 EUR
21.10. Costs of courier services/ mail	Actual costs

22. Export Letter of Credit

Service	Fee
22.1. Preliminary notification on issuance of export letter of credit	40 EUR
22.1. Advice of received Notification on issuance of export letter of credit	85 EUR 0.1% of value of export letter of credit (min. 85 EUR, maks. 500 EUR)
22.2. Letter's of credit draft preparation (applicable if letter of credit is not received) Processing and reconciliation of the draft of export letter of credit	150 EUR
22.3. Advice of amendment to the provisions of export letter of credit, revocation or cancellation of unutilised export the letter of credit	75 EUR
22.4. Preliminary checking review of documents under export letter of credit	75 EUR
22.5. Handling and Review payment of documents	0.2% from amount of value of documents (min. 150 EUR)
22.6. Payment under export letter of credit without presentation of documents	0.1% of payment amount (min. 100 EUR, maks. 500 EUR)
22.6. Return of the discrepant documents	40 EUR

²⁴ For cases when the commission fee for guarantee use is payable by parts.

22.7. Transfer of the export letter of credit	0.3% from amount of value of transferred export letter of credit (min. 200 EUR)
22.8. Assignment of proceeds under letter of credit, notification of assignment of proceeds Cession under export letter of credit	0.1% from assigned amount of cession amount (min. 150 EUR)
22.9. Confirmation of letter of credit issued by another bank	As agreed (min. 100 EUR)
22.10. Consulting in preparation of the documents	30 EUR per each document
22.10. Negotiation of export letter of credit, Discounting of export documents under letter of credit	As agreed (min. 150 EUR)
22.11. Notification on letter on assignment	50 EUR
22.12. Deferred payment administration fee	85 EUR
22.13. SWIFT message	10 EUR
22.14. Costs of courier services/ mail	Actual costs

23. Documentary collection

Service	Fee
23.1. Import documentary collection	
23.1.1. notification on documentary collection	50 EUR
23.1.1. delivery of documents against payment, acceptance or free of payment	0.2% from of collection amount (min. 100 EUR)
23.2. Export documentary collection:	
23.2.1. receiving of documents for payment or acceptance	40 EUR
23.2.1. Administrating of payment of document	0.2% from of collection amount (min. 100 EUR)
23.3. Amendment to terms , instructions of documentary collection	40 EUR
23.4. Sending, return of refused documents	40 EUR
23.5. Endorsement of documents	70 EUR
23.6. SWIFT message	10 EUR
23.7. Costs of courier services/ mail	Actual costs

Other services related to lending

Service	Fee
24. Commission fee for preparation of the documents (int. al. references)^{25 26}	
24.1. if a document prepared in state language	45 EUR per each document
24.2. if a document prepared in other language (English, Russian)	70 EUR per each document
24.3. Commission fee for preparation of the documents (int. al. references) if request received 6 months after credit obligations fulfilment	75 EUR per each document
24.4. Citadele Bank's performed stock or assets evaluation ²⁷	75 EUR
24.5. Evaluation of construction / reconstruction / renovation funding project, control of usage of funds disbursed for construction / reconstruction / renovation projects financed by Citadele Bank	According to actual costs
24.6. Preparation of agreement on issuance of guarantee(s) and related documents:	
24.6.1. if secured by cash assests or term deposit	Free of charge
24.6.2. other security	As agreed (min. 150 EUR)
24.7. Amendment to the agreement	75 UR
24.8. Documents sending	As agreed (min. actual costs + EUR 8)
24.9. Deferred payment fee for Import letter of credit / export letter of credit and documentary collection	0.15% from documents' amount (min. 70 EUR)
24.10. SWIFT notification at issue of guarantee, issue of Import letter of credit, transfer of export letter of credit	25—UR
24.11. Other SWIFT notifications	7 EUR
24.8. Processing or evaluating other credit-related documents	As agreed

²⁵ If a document must be notarized, customer pay actual expenses of notary service additionally.

²⁶ If the commission fee for execution of new lending transaction, substantial amendments within lending transaction, refinancing transaction or execution of escrow account agreement is not applied simultaneously.

²⁷ Commission fee may be increased in specific instances.

Remote account management systems

Service	Fee
25. Citadele Online Banking	
25.1. Registration, servicing, refusal from service (closure)	Free of charge
25.2. Transaction limits	See Appendix No 2 paragraph 3
26. Authorization Devices	
26.1. Issuing of DIGIPASS	40 EUR
26.2. Replacement or unlocking of locked DIGIPASS (if the device locked due to customer's inattention)	30 EUR
26.3. Issuing of DIGIPASS 780	35 EUR
26.4. Issuing of DIGIPASS GO3	10 EUR
26.5. Unlocking of DIGIPASS, DIGIPASS GO3 if the device is locked for use in Online banking	Free of charge
26.6. Replacement of DIGIPASS GO3 due to technical reasons (within 2 years from the moment of connection)	Free of charge
26.7. Replacement of Code card upon customer's request	Free of charge
26.8. Activation of MobileSCAN within one licence or The first / the repeated activation of MobileSCAN within the already issued licence ^{28,29}	Free of charge
27. Citadele SMS bank	
27.1. Service connection	Free of charge
27.2. Citadele Bank's short message sent to customer ³⁰	0.09 EUR
28. Digilink service	
28.1. Registration	Free of charge
28.2. Subscription fee per month	7.15 EUR
28.3. Commission fee for each received payment	1.5% of the payment amount but no less than EUR 0.07
28.4. Authentication ³¹ service per month	EUR 15
28.5. Commission fee of the executed payment's status posting (per month)	EUR 7.15
29. Citadele Gateway service	
29.1. Registration	50 EUR
29.2. Subscription fee per month	
29.2.1. Informative mode	20 EUR
29.2.2. Transactions mode	40 EUR

Deposits

Service	Fee
30. Savings account +	
30.1. Opening, closure of Savings account+	Free of charge
30.2. Funds transfer from customer's Savings account+:	
30.2.1. with prior 35 calendar days notice to	as for payment from current

²⁸ Several mobile devices can be attached to the same MobileSCAN licence.

²⁹ MobileSCAN can be registered at branches and customer service centres in Latvia as well in Online Banking, if User is Customer in Online Banking Agreement.

³⁰ Commission fee for messages sent by Citadele Bank's is charged from customer's account once per month.

³¹ Authentication – demand of service provider for automatic identification of customer.

Citadele Bank	account
30.2.2. without prior 35 calendar days notice to Citadele Bank	1% + as for payment from current account
30.3. Cash withdrawal at Citadele Bank from customer's Savings account+ (without prior 35 calendar days notice to Citadele Bank)	1% + as for cash withdrawal from current account

31. Term Deposit	
31.1. Cash withdrawal of term deposit's principal amount and interest of from account in Citadele Bank within 14 days starting from the day the principal amount and/or interest is credited to account	Free of charge
31.2. Commission fee for premature cancellation of the term deposit agreement ³²	1 % of principal amount of term deposit

32. Gold	
32.1. Gold trading (only non-cash transactions)	Information in Citadele Bank
32.2. Gold keeping in the bank	0.035% ³³ per month min. 15 EUR per month)

Financial instruments and currency exchange transactions

³² Withdrawing term deposit prematurely, the calculated interest shall not be paid and already paid interest shall be withheld from disburseable principal amount of the term deposit..

³³ The value of Gold held in the Bank according to Citadele Bank rate on the last day of the month.

Service	Fee
33. Brokerage Services	
33.1. Currency Exchange transactions and transactions with Gold	
33.1.1. Cash/non-cash currency exchange transactions and transactions with Gold up to EUR 4000	Citadele Bank's official currency rate
33.1.2. Cash/Non-cash currency exchange transactions and transactions with Gold over EUR 4000	Individually, information in Citadele Bank
33.1.3. Foreign Exchange margin trading	Individually, information in Citadele Bank ³⁴
33.2. Financial Instruments ³⁵	
33.2.1. Debt securities transactions ³⁶	0.1% (min. 50 EUR,) ³⁷
33.2.2. Stock transactions (incl. ETF, ADR, GDR) ³⁸ :	
33.2.2.1. At Riga, Vilnius and Tallinn stock exchanges	0.35% (min. 10 EUR)
33.2.2.2. At European, Scandinavian, Russian stock exchanges ³⁹	0.4% (min.50 EUR) ³⁷
33.2.2.3. Transaction at USA and Canadian stock exchanges, if the share price is less than 15 USD, CAD	0.04 USD, CAD per stock (min. 40 USD, CAD) ⁴⁰
33.2.2.4. Transaction at USA and Canadian stock exchanges if the share price is over 15 USD, CAD	0.3% (min. 40 USD, CAD) ⁴⁰
33.2.3. Transaction with options of the USA stock exchanges	2.50 USD for contract (min. 25 USD)
33.3. Transactions with funds ^{37,41}	
33.3.1. Purchase of shares of :	
33.3.1.1. Bond funds	0.5% (min. EUR 5.50 / 20 EUR)
33.3.1.2. Balanced funds and fund of funds	0.75% (min. EUR 5.50 / 20 EUR)
33.3.1.3. Stock funds and alternative investment funds (incl. hedge)	1.5 % (min. 5.50 EUR / 20 EUR)
33.3.2. Sale of fund shares	20 EUR /5,50 EUR

³⁴ Transaction commission fee or Citadele Bank's mark-up is included in price of the transaction. Information in Citadele Bank.

³⁵ In particular stock exchanges/countries a duty on trade of financial instruments can be levied in correspondence with the legislation of this country (for example –Stamp Duty in Great Britain. More detailed information in Citadele Bank).

³⁶ By executing an over-the-counter (OTC) securities transaction at more favorable price for the client rather price specified in the limit order, the bank compensates the client 50% of the mark-up, which is formed from the difference between the price specified in the limit order and the actual execution price.

³⁷ If transaction is not performed in EUR currency, commission fee is calculated in the currency of the transaction. Minimum fee (set in EUR) equivalent in currency of respective transaction, is calculated according to Citadele Bank's currency rate at the moment of transaction.

³⁸ If customer's order for transactions with financial instruments is executed partially, commission fee usually is charged once within one transaction day.

³⁹ Additional commission fee for settlement transactions is applied according to the Pricelist.

⁴⁰ Commission in transaction currency.

⁴¹ To the investment funds managed by IPAS 'CBL Asset Management' (including Latvian Central Depository transaction fee) is applied min.fee– 5.50 EUR, to other funds 20 EUR.

Service	Fee
34.1. Financing against Financial instruments pledge – products:	
34.1.1. Transaction EUR 50 000 and over EUR 50 000, or the equivalent in another currency	Free of charge
34.1.2. Transaction up to EUR 50 000, or the equivalent in another currency	300 EUR
34.1.3. Amendments to the terms of Repo transaction	Individually, information in Citadele Bank
34.2. Brokerage services not included in tariffs	Individually, information in Citadele Bank

Depository services

Service	Fee
35. Financial Instruments Accounts Administration, Financial Instruments Custody and Transaction Settlements ⁴²	
35.1. Opening of a financial instruments account	50 EUR
35.2. Financial instruments safekeeping commissions (per month): ⁴³	
35.2.1. CBL Opportunities Funds	Free of charge
35.2.2. Financial instruments of LR domestic market	0.01%
35.2.3. Financial instruments of EU countries, USA and Canada domestic markets, foreign investment funds and international financial instruments registered in Euroclear/Clearstream depositories	0.02%
35.2.4. Safekeeping of financial instruments of other countries' domestic markets	0.03%
35.2.5. Minimum fee for financial instruments safekeeping	1 EUR
35.3. Reception of financial instruments ⁴⁴ :	
35.3.1. Reception of financial instruments of Latvia, Lithuania, Estonia domestic markets	Free of charge
35.3.2. Reception of financial instruments of Sweden, Finland, Denmark, Norway, Poland, Germany, UK, USA, Canada domestic markets and international financial instruments registered in Euroclear/Clearstream depositories	21 EUR
35.3.3. Reception of financial instruments of other countries' domestic markets	Information in Citadele Bank
35.4. Transfer of financial instruments ⁴⁴ :	
35.4.1. Transfer of financial instruments of Latvia, Lithuania, Estonia domestic markets	10 EUR
35.4.2. Transfer of financial instruments of Sweden, Finland, Denmark, Norway, Poland, Germany, UK, USA, Canada domestic markets and international financial instruments registered in Euroclear/Clearstream, depositories	30 EUR
35.4.3. Receipt / transfer of financial instruments against payment (RVP/DVP) ⁴⁴	50 EUR
35.4.4. Transfer between two Citadele Bank customers' financial instruments accounts (commission charged from financial instruments' transferor)	10 EUR
35.4.5. Transfers of financial instruments of other domestic markets	Information in Citadele Bank

⁴² Commission fee for services not stated in Pricelist is independently set by Citadele Bank or is set upon agreement with a customer. All commission fees are charged in the aggregate currency of customer's financial instruments portfolio (recalculating from the currency stated in Pricelist if necessary), excluding commission fees for transaction settlements which are withheld in the currency of transaction (recalculating from the currency stated in Pricelist if necessary).

⁴³ Commission fee is calculated from the financial instruments market value at the last day of the month, or from nominal for non-liquid financial instruments.

⁴⁴ Commission fee is applied per each financial instrument mentioned in the customer's order, if it is accepted for execution in the Bank and sent to the depository/counterparty.

35.5. Purchase-redemption transaction settlements ⁴⁵ :	
35.5.1. Settlements of transactions with international financial instruments, excluding transactions in fund shares, financial instruments traded on the Baltic and Russian stock exchanges and stocks and ETFs traded on USA, Canadian stock exchanges	10 EUR
35.6. Other services	
35.6.1. Deregistration of financial instruments	50 EUR
35.6.2. Processing of financial instruments corporate actions orders ⁴⁶	35 EUR + actual expenses
35.6.3. Standard statements of account: Financial instruments portfolio statement, Statement of movement of financial instruments and money for previous and actual calendar year, Confirmation of transaction execution	Free of charge
35.6.4. References and statements not mentioned 35.6.3.	50 EUR (VAT included)
35.6.5. Preparation or submission of tax certification documents to local and foreign depositories ⁴⁵	35 EUR + actual expenses
35.6.6. Commission fee for negative balance of customer's money funds accounts for performing financial instruments transactions (percent per annum) ⁴⁷	24%

Safe keeping services

Service	Fee
36. Safe-box Rent	
36.1. Safe-box rent	See Appendix 1
36.2. Commission fee for safe-box opening if customer has lost the key of the safe box	275 EUR
36.3. Commission fee for customer's safe-box content's storage in Citadele Bank's joint safe-box ⁴⁸	18 EUR per month (VAT included)
36.4. Increased fee for renting a non-released safe deposit box after the end of the rental period (per day)	3 EUR (VAT included)

Additional services

Service	Fee
37. Attorneys	
37.1. Issuing of power of attorney (int. al. for transactions with safe-box)	7 EUR
37.2. Servicing on the basis of the power of attorney:	
37.2.1. with power of attorney issued by Citadele Bank	Free of charge
37.2.2. verification of power of attorney issued outside Citadele Bank ⁴⁹	10 EUR (VAT included)

Service	Fee
38. Additional Services	

⁴⁵ Commission fee is applied when concluding transaction with Citadele Bank using Citadele Bank's brokerage service. To all other transactions, concluded not using Citadele Bank's brokerage service, the commission fee for receipt and/or transfer against payment (RVP/DVP) of financial instruments is applied.

⁴⁶ Amount of actual expenses depends on execution place of the application and other terms of the application and can be withheld within 4 months from the date of execution of corporate action or the date of submission of tax certification.

⁴⁷ The commission fee is calculated on a daily basis and is charged on the first day of the month if the client has no additional agreement.

⁴⁸ Commission fee is applied if customer's safe box content is placed and being stored in Citadele Bank joint safe-box according to Safe-box Rent Conditions.

⁴⁹ The verification of power of attorney is performed during office hours of Citadele Bank central office (working days 8:30 – 17:30). Appropriate commission fee shall be applied from 03.07.2014. in all cases when authorised person wishes to handle transactions on the basis of power of attorney.

Fee is not charged if power of attorney is presented at the opening of the escrow account and at performing payments within transaction.

38.1.	Receiving of non-cash payment printout at Citadele Bank, per each payment printout	1 EUR
38.2.	Preparation of SWIFT request copy upon customer's request	4 EUR
38.3.	Usage of the courier post upon customer's request for documents and other values sending	As agreed (7 EUR+actual expenses (VAT included))
38.4.	Statement of transactions in account ⁵⁰ :	
38.4.1.	Automatic account statement preparation in Citadele Bank, if there has been turnover in the account	Monthly statement – EUR 3 per month Weekly statement – EUR 4.50 per month Daily statement – EUR 15 per month
38.5.	Account statement preparation and issuing at Citadele Bank upon customer's request	5 EUR per calendar month (min.5 EUR) <small>51,52</small>
38.6.	Issuing of documents from archive	30 EUR per document(VAT included)
38.7.	Preparation of standard reference ^{53, 54}	15 EUR (VAT included)
38.8.	Preparation of non-standard reference ^{53,55, 56}	As agreed, min. 45 EUR (VAT included)
38.9.	Acceptance, inspection and execution of sworn judicial executor's orders and State Revenue Service's collection orders	15 EUR (the one-off commission fee for processing of each received document) and additional fee for each payment is applied according to Pricelist.

⁵⁰ If a weekly account statement is prepared at the turn of the months, customer receives 2 statements – before and after the end of month. Each statement is charged for as for separate statement.

⁵¹ If account statement is requested for several months, including calendar month (months) with no turnover in the account, fee for appropriate calendar month (without account turnover) is not applied, taking in account that commission fee shall not be less than minimal fee for account statement, set in Pricelist. If account statement is requested for period with no turnover in account, only minimal fee for account statement shall be applied as set in Pricelist.

⁵² It is possible to receive an account statement for a period not exceeding 10 (ten) years from the request.

⁵³ The following types of references considered as standard references:

reference on account condition and/or account balance (balance or available balance) at the moment of reference request or preparation, condition of payment cards attached to account (active/closed), and/or on credit limit granted to account at the moment of request or preparation of the reference;

reference on deposit of equity capital in account of new-founded enterprise or increasing of basic capital of an enterprise, indicating requisites of the respective cash deposit or the respective payment received into account;

- reference on outstanding balance of the for the loan issued according to Loan for Private Consumption, Contract on Consumer Loan, Contract of Debt Payment for moment of request.

The reference with additional information, requested by customer or customer's representative, is considered as non-standard reference.

Reference stating that customer does not have consumer lending obligations is considered as non-standard reference.

For reference stating that customer does not have lending obligations the fees are applied according to Pricelist chapter 'Additional services related to lending and trade finance'.

⁵⁴ Commission fee can be increased and set individually for non-standard reference that is prepared on more than one page.

⁵⁵ Int. al. references for auditors, confirmation of auditor requests and reconciliation statements..

⁵⁶ The processing of requests from data subjects who have been re-submitted without sufficient reason within one calendar year

Appendix 1 Safe-box depositary

Safe box rent fees

Branch Citadele (2A Republikas square, Riga)		
Box sizes	Fees, incl.VAT	
	Per month	Per annum
XS, height to 55 mm	36 EUR	240 EUR
S, height to 95 mm	42 EUR	300 EUR
M, height to 145 mm	48 EUR	354 EUR
L, height to 300 mm	54 EUR	444 EUR
XL, height to 300 mm	78 EUR	600 EUR

1. Fee for safe-box rent is withheld for full period of rental agreement (term of safe-box renting), during processing of rental agreement or its (term of safe-box renting) maturity term prolonging.

Appendix 2 Fees appliance conditions

1) Payments

1.1. Terms for submission and execution of payments, special conditions:

	Order submission time ⁵⁷ (Latvia time)	Special conditions	Execution day
Payments within Citadele Bank, incl branches in Lithuania and Estonia	before 17.30		the same working day
Standard payment to another bank			
SEPA Instant payment	without restrictions		immediately after acceptance
EUR: SEPA	before 15:45	Only SHA allowed. OUR accepted in case of payment with currency conversion	the same working day
EUR: SEPA within Latvia (to member banks of Latvijas Banka's electronic clearing system) ⁵⁸	before 17:30		the same working day
EUR: other payments	before 14:30		the same working day
USD, CNY	individually, information in Citadele bank		
BYN, RUB	before 17:30	RUB – only OUR is allowed	next working day
GBP, DKK, NOK, SEK, PLN, CAD, CHF, JPY, KZT	before 17:30		day after the next working day
NZD, SGD, MXN, AUD	before 14:00		
Urgent payment to another bank			
EUR	before 16:00		the same working day
CAD, CHF	before 12:00		
GBP, DKK, NOK, SEK, JPY, PLN	before 14:00		next working day
NZD, SGD, MXN	before 16:00		day after the next working day
AUD	before 11:00		next working day
Incoming payments into account			
EUR, GBP, DKK, NOK, SEK, PLN	before 17:30		on the same bank day if the bank has received information on transfer of EEA ⁵⁹ payment into the correspondent account of Citadele Bank
In other foreign currency	before 17:30		on the next bank day after transferring funds into correspondent account of Citadele Bank

Working day – Monday, Tuesday, Wednesday, Thursday, Friday from 8.30 to 17.30, excluding official holidays of Republic of Latvia.

1.2. Commissions:

⁵⁷ If a payment order is submitted after the specified time before the end of a banking day (17:30), then value date of the payment will be one banking day later. If a payment order is received in the bank/payment execution day is a holiday, then the payment's is executed on the next workday of the bank.

⁵⁸ List of banks: <https://www.bank.lv/par-mums/uzdevumi/maksajumu-sistemas-uzdevumi/eks>

⁵⁹ EEA payment - payments in EUR, BGN, CZK, DKK, GBP, HUF, ISK, NOK, PLN, SEK currencies are executed from the account or without opening an account at a payment institution within the EU (European) and EEA (European Economic Area) with the purpose of delivering them to an account opened for the recipient at a payment institution of EEA. EEA payments are executed only with SHA type of commission (commission is paid by payer (separately from the payment amount), recipient bank receives full amount). If the payment involves currency conversion, OUR commission type can be specified. EEA countries are Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Hungary, Germany, Greece, Iceland, Republic of Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom.

SHA – commission fee is paid by the sender (separately from the transfer amount), but the recipient's account is credited by the payment amount minus commission fees of the correspondent bank and intermediary banks.

In case of SHA, recipient bank ensures delivery of full amount of PSL payment into recipient's account, excepting when recipient bank has agreed with the recipient that a commission may withheld from the incoming amount.

OUR – banks' commission fee is paid by the sender. Citadele Bank withholds commission fees of Citadele bank and correspondent bank at the moment of payment from the sender's account (separately from the transfer amount). If the recipient bank or intermediary mediator bank requests Citadele Bank to pay its commission fee, then Citadele Bank shall withholds it from the customer's account under the acceptance-free procedure.

BEN – banks' commission fee is paid by the receiver.

1.3. **SEPA payments (EU regulated payments)** are payments in EUR currency within the European Union (as well as Iceland, Switzerland, Liechtenstein and Norway). In order for such payment type to be performed, one must specify the following details in the payment order:

- Recipient's IBAN account number,
- Commission type – SHA (shared);
- Payment type – standard.

Citadele Bank shall not be responsible if the recipient bank has not performed the instructions of Citadele Bank that are necessary to execute a payment regulated by the EU for the reasons beyond the control of Citadele Bank.

1.4. SEPA Instant payment (Zibmaksājums) is a payment in EUR currency sent to the Bank that is participant of SEPA Inst scheme. Complete list of SEPA Inst scheme participants is available under the link <https://www.europeanpaymentscouncil.eu/what-we-do/participating-schemes/register-participants/registers-participants-sepa-payment-schemes>. In case EUR payment is made to the Bank that is not participant of SEPA Inst scheme or payment can't be processed as SEPA Instant payment due to technical or any other restrictions, then it will be processed as SEPA Credit transfer automatically. Bank is entitled to set maximum allowed SEPA Inst payment amount limit as well as impose any additional limitations for payment processing as SEPA Instant payment. Information about the maximum SEPA Inst payment amount limit is available in Bank's homepage www.citadele.lv and in customer service centres.

2) Bill payments

1.5. Bill payments of the following enterprises available at Citadele Bank ATMs: bills of Latvenergo, Lattelecom, TELE 2, LMT and Latvijas Gāze, administrative fine payments (for not complaining with the rules of stopping and standing), and giro payments can be settled as well at Citadele Bank ATMs.

3) Remote account management systems

CITADELE ONLINE BANKING

All authorisation devices are grouped into following authorisation device categories:⁶⁰

Authorisation device category	Daily debit turnover, EUR
LOW	3 000,00 EUR (three thousand EUR)
MEDIUM	60 000,00 EUR (sixty thousand EUR)
HIGH	250 000,00 EUR (two hundred fifty thousand EUR)
INDIVIDUAL	10 000 000,00 EUR (ten million EUR)

All authorisation devices are grouped into following authorisation device categories:

Authorisation device	Authorisation device
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⁶⁰ Effective as of 15 October 2019.

category	
LOW	TAN card MobileSCAN Low (Mobile SCaN activated in Online Banking with TAN card or in Mobile application with SMS or MobileSCAN activated on potentially unsecure device) TouchID, FaceID with MobileScan Low
MEDIUM	DIGIPASS GO3 MobileSCAN Medium (MobileSCAN activated in Online Banking with DIGIPASS GO3 on secure device)
HIGH	MobileSCAN Full (Mobile SCAN activated on secure device)
INDIVIDUAL	DIGIPASS DIGIPASS 320 (and older DIGIPASS models)

Following batch limits (limit of several payments approval with single authorization code) are set for authorization device categories:

Authorisation device category	Batch limit	
	(number of payments)	(total amount of payments)
LOW ¹	50 (fifty)	3 000,00 EUR (three thousand EUR)
MEDIUM ¹	50 (fifty)	60 000,00 EUR (sixty thousand EUR)
HIGH ¹	500 (five hundred)	250 000,00 EUR (two hundred fifty thousand EUR)
INDIVIDUAL ^{1,2}	500 (five hundred)	2 000 000,00 EUR (two millions EUR)

¹⁻ Number of payments for any MobileSCAN and DIGIPASS 780 is 500 (five hundred)

²⁻ Number of payments for Digipass 320 (and older models) is 50 (fifty)

Additionally following limits are set for FaceID and Touch ID with MobileScan Full:

1. one transaction limit is equal to daily turnover limit and is set to 10 000 EUR (ten thousand EUR);
2. batch limit is set to 10 000 EUR (ten thousand EUR).