

# Standard List of Fees and Commissions for Entrepreneurs and Small Business

Valid from 1. 10. 2010

**LB**  **BW**

## I. Opening, maintaining and closing of current accounts; Cheques

in CZK

### A. Opening, maintenance and closing of IQ Business account BASIC, STANDARD, COMFORT

Opening of IQ Business account BASIC, STANDARD, COMFORT	free of charge
Account closing	free of charge

#### 1. IQ Business account BASIC

##### Maintenance of the product package according to the frequency of the main account statements' delivery

Monthly	150,- monthly
Weekly	200,- monthly
Daily	300,- monthly
The fee for change of an account type	300,-
Each statement mailed	free of charge
Providing account balance information over the telephone	30,- monthly

##### Additional accounts

Opening of LBBW Business Savings Account	free of charge
Opening and maintenance of deposit accounts	free of charge

##### Domestic payments and settlements in CZK

Incoming payment to the main account	free of charge
Entry, change, and cancellation of recurring payment orders via Electronic Banking	free of charge

#### 2. IQ Business account STANDARD

##### Maintenance of the product package according to the frequency of the main account statements' delivery

Monthly	350,- monthly
Weekly	400,- monthly
Daily	500,- monthly
The fee for change of an account type	200,-
Each statement mailed	free of charge
Providing account balance information over the telephone	30,- monthly

##### Additional accounts

Opening, maintaining and closing up to two (2) auxiliary current accounts	free of charge
Opening of LBBW Business Savings Account	free of charge
Opening and maintenance of deposit accounts	free of charge

##### Payment Cards

Issue and administration of a payment card Maestro	free of charge
Issue and administration of a payment card MasterCard Business Standard Programme	free of charge

##### Electronic Banking Services

Set up and administration fee for Internet Banking - LBBW Direct	free of charge
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##### Domestic payments and settlements in CZK

Incoming payment to the main account	free of charge
Entry, change, and cancellation of recurring payment orders via Electronic Banking	free of charge
Fifty (50) monthly outgoing domestic payments in CZK*	free of charge

\* entered by electronic means (standard one-time and recurring payments)

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**3. IQ Business account COMFORT**

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**Maintenance of the product package according to the frequency of the main account statements' delivery**

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Monthly	1.000,- monthly
Weekly	1.050,- monthly
Daily	1.150,- monthly
The fee for change of an account type	100,-
Each statement mailed	free of charge
Providing account balance information over the telephone	free of charge
Sweeping (automatic transfer) with the LBBW Business Savings Account	free of charge

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**Additional accounts**

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Opening, maintaining and closing of auxiliary current accounts	free of charge
Opening of LBBW Business Savings Account	free of charge
Opening and maintenance of deposit accounts	free of charge

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**Payment Cards**

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Issue and administration of a payment card Maestro	free of charge
Issue and administration of two payment cards MasterCard Business Standard Programme	free of charge

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**Electronic Banking Services**

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Set up and administration fee for Internet Banking - LBBW Direct	free of charge
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**MULTICASH**

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Installation (including consultancy and training)	4.000,-
Monthly maintenance fee (including electronic account statements, lists of foreign exchange rates of LBBW Bank CZ a.s., actual account balance information, help-desk service, system up-grade)	300,- p.m.

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**Domestic and foreign payments and settlements in CZK**

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Incoming payment to the main account	free of charge
Entry, change, and cancellation of recurring payment orders via Electronic Banking	free of charge
Unlimited number of outgoing payments in CZK*	free of charge
Incoming foreign payments	200,-
Incoming LBBW euro payments	100,-
Outgoing foreign payments	0,5% min. 200,- max. 1000,-

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\* entered by electronic means (standard one-time and recurring payments)

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**B. Opening, maintenance and closing of IQ Konto NEZISKOVKA**

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Opening an account	free of charge
Account closing	free of charge

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**Maintenance of the product package according to the frequency of the main account statements' delivery**

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Monthly	59,- monthly
Weekly	109,- monthly
Daily	209,- monthly
Each statement mailed	free of charge
Providing account balance information over the telephone	30,- monthly

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**Additional accounts**

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Opening, maintaining and closing of an auxiliary current account	free of charge
Opening and maintenance of deposit accounts	free of charge

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<b>Payment Cards</b>	
Issue and administration of a payment card MasterCard Business Standard Programme	free of charge
<b>Electronic Banking Services</b>	
Set up and administration fee for Internet Banking - LBBW Direct	free of charge
<b>Domestic payments and settlements in CZK</b>	
Incoming payment to the main account	free of charge
Entry, change, and cancellation of recurring payment orders via Electronic Banking	free of charge
Ten (10) monthly outgoing domestic payments in CZK*	free of charge
* entered by electronic means (standard one-time and recurring payments)	
<b>C. Opening, maintenance and closing of /IQ Professional Account //IQ Professional Account+</b>	
Opening an account	free of charge
Account closing	free of charge
<b>Maintenance of the product package according to the frequency of the main account statements' delivery</b>	
Monthly	139,- / 459,-* p.m.
Daily/after transaction	289,- / 609,-* p.m.
Each statement mailed	free of charge
Providing account balance information over the telephone	free of charge
<b>The following products and services are included</b>	
Opening, maintaining and closing up to three (3) auxiliary current accounts in another	free of charge
Opening and maintenance of deposit accounts	free of charge
Opening an unlimited number of Escrow accounts**	free of charge
<b>Payment Cards</b>	
Issue and administration of a payment card MasterCard Business Standard Programme or	free of charge
Issue and administration of a payment card MasterCard Gold or	1.500,- p.a./ free of charge*
Issue and administration of a payment card MasterCard Business Executive Programme	1.500,- p.a./ free of charge*
<b>Electronic Banking Services</b>	
<b>Internet Banking - LBBW Direct</b>	
Set up and administration fee	free of charge
<b>MULTICASH</b>	
Installation (including consultancy and training)	free of charge
Monthly maintenance fee (including electronic account statements, lists of foreign exchange rates of LBBW Bank CZ a.s., actual account balance information, help-desk service, system up-grade)	250,- p.m / free of charge*
<b>Domestic payments and settlements in CZK</b>	
Incoming payment to the main account	free of charge
Transfer of funds from the client's other LBBW Bank accounts	free of charge
Thirty (30) monthly outgoing domestic payments in CZK***	free of charge
Outgoing payments to the client's other LBBW Bank accounts entered via Electronic Banking	free of charge
Entry, change, and cancellation of recurring payment orders via Electronic Banking	free of charge

<b>Cash transaction</b>	
Cash deposits	free of charge

\* For /Q Professional Account

\*\* Escrow account is an optional product intended exclusively for the following professionals: Notary, Lawyer, Bankruptcy trustee, Distrainor

\*\*\* entered by electronic means (standard one-time and recurring payments)

<b>D. Main Current account for Notarial/Lawyer Escrow accounts</b>	
Opening an account	free of charge
Account closing	free of charge
<b>Maintaining an account - according to delivery of account statement</b>	
monthly	50,- p.m.
weekly	100,- p.m.
daily/after transaction	200,- p.m.
Each statement mailed	free of charge
Opening and maintenance of deposit account	free of charge

#### **1. Notarial/Lawyer/Court Escrow accounts\***

<b>Opening an account for interest bearing accounts (one-time fee at the time escrow is accepted)</b>	
Notarial/Lawyer Escrow account	200,-
Court Escrow account	free of charge

<b>Opening an account for non-interest bearing accounts (one-time fee at the time escrow is accepted)</b>	
Notarial/Lawyer/Court Escrow account	free of charge
Maintaining an account	free of charge
Account closing	free of charge
Each statement mailed	free of charge

<b>Domestic payments and settlements in CZK</b>	
Incoming payments	free of charge
Outgoing payments	free of charge

<b>Cash transaction</b>	
Cash deposits	free of charge
Cash withdrawals	free of charge

\* All fees related with Escrow accounts will be charged to the client's main account

#### **E. Deposit and savings accounts**

<b>1. LBBW Business Savings Account in CZK</b>	
Maintaining an account according to delivery of account statement	
Monthly	free of charge
Daily	150,-

<b>LBBW Business Savings Account includes:</b>	
Opening of LBBW Business Savings Account	free of charge
Cancellation of LBBW Business Savings Account	free of charge
Providing account balance information over the telephone	30,- monthly
Minimum balance	1.000,-

<b>LBBW Direct – Internet Banking</b>	
Set up and administration fee	free of charge

<b>Domestic payments and settlements in CZK</b>	
Incoming payments	free of charge
Four (4) monthly outgoing domestic payments in CZK*	free of charge
Other outgoing payments	30,- per transaction
Entry, change, and cancellation of a recurring payment order via Internet Banking	free of charge

<b>Cash transaction</b>	
Cash deposits	free of charge
<i>* entered by electronic means (standard one-time and recurring payments)</i>	
<b>2. LBBW Business Savings Account in EUR</b>	
Maintaining an account according to delivery of account statement	
Monthly	free of charge
Daily	150,-
<b>LBBW Business Savings Account includes:</b>	
Opening of LBBW Business Savings Account	free of charge
Cancellation of LBBW Business Savings Account	free of charge
Providing account balance information over the telephone	30,-
Minimum balance	40,- EUR
<b>LBBW Direct – Internet Banking</b>	
Set up and administration fee	free of charge
<b>Cash transaction</b>	
Cash deposits	free of charge
<b>F. Services related to transfers and payments realized on accounts</b>	
Fax Contract	free of charge
Issuance of code card "Tan list" for fax contract	100,-
Processing of execution order including (blocking of account) flat per item	100,-
Blocking of a current account upon account holder's request	100,-
<b>G. Services related to statements of current accounts and bank confirmations</b>	
Each statement mailed	free of charge
Each statement picked-up at the branch	50,-
Extra copies of account statements - current year	100,-
Extra copies of account statements - previous years	500,-
Additional account statement in second language	500,- p.q.
Electronic reporting of account statements via electronic banking system MULTICASH	free of charge
Reporting of account statements via MT940 Messages - SWIFT	650,- p.m., or equivalent in other currency
Written confirmation of account balance - fax inland	100,-
Written confirmation of account balance - fax abroad	150,-
Written confirmation of account balance - mail	100,-
Written confirmation of account balance - SWIFT	150,-
Confirmation of paid-in capital	500,-
Confirmation of deposit of funds for capital increase	500,-
Assignment of deposit	1.000,-
Assignment of deposit in favour of a third bank	15.000,-
<b>H. Cheques</b>	
Domestic cheque collection	0,25 % min. 500,- max. 2.000,-
Collection by cash letter	1 % min. 500,- max. 3.500,-
Foreign cheque collection	0,5 % min. 700,- max. 3.000,-
Collection for non-customers	0,2 % min. 1.500,-
Issuing of bank cheque	1 % min. 500,- max. 3.000,-
Collection of cheques payable at LBBW Bank CZ a.s.	0,25 % min. 500,- max. 2.000,-
Returned (unpaid) cheque	other banks
Investigation of cheques	other banks
<b>I. Travellers cheques</b>	
Sale of travellers cheques	1 % min. 100,-
Repurchase of travellers cheques bought from our bank (paid out in CZK only)	2 % min. 100,- max. 3.000,-
Purchase of cheques	2 % min. 100,- max. 3.000,-

## II. Payments and Settlements in CZK, Clean Payments in Foreign Currencies

in CZK

### A. Domestic payments and settlements in CZK incoming payments

(valid for payments from CZK accounts to CZK accounts)

#### Incoming payments

Single payment	2,-
Single payment within the bank	free of charge
Collection order (Inkaso)	4,-
One-off fee for introduction of direct debit	free of charge
Amendment or cancellation of direct debit	30,-

#### Outgoing payments

Outgoing order submitted in a paper form	40,-
Establishment of standing order	free of charge
Change of instruction of standing order	30,-
Transfer within the bank from CZK account to CZK account	10,-
Express / urgent transfer	300,-
Standing payment order	5,-
Direct debit, SIPO	5,-
Request for direct debit	20,-

#### Electronic Banking

Outgoing payment	5,-
Standing payment order within the bank	free of charge
Standing payment order to other domestic bank	5,-
Transfer within the bank from CZK account to CZK account (payer and recipient side)	free of charge
Transfer within the bank from CZK account to CZK account - other payer's account	free of charge
Express / urgent outgoing domestic payment delivered electronically	300,- per item
Request for direct debit	7,-

#### Internet Banking

Outgoing payment	5,-
Transfer within the bank from CZK account to CZK account	free of charge
Transfer within the bank from CZK account to CZK account - other payer's account	free of charge
Express / urgent outgoing domestic payment delivered electronically	300,- per item

### B. Foreign and foreign currency payments

currency accounts or payments in favour of foreign currency accounts)

Outgoing foreign payments	0,9 % min. 500,- max. 2.200,-
Establishment of standing order	100,-
Change of instruction of standing order	100,-
Standing order execution	0,9 % min. 500,- max. 2.200,-
Incoming foreign payments	0,9 % min. 350,- max. 2.200,-
Incoming LBBW euro payments*	200,- flat
Incoming foreign payments for non-customers	0,9 % min. 500,- max. 2.200,-
Transfer within the bank from foreign currency account to CZK account	10,-
Transfer within the bank in favour of foreign currency account	free of charge
Incoming payment in CZK from another domestic bank in favour of foreign currency account	10,-
Express / urgent payment delivered on paper application	standard fee + 500,-

#### Electronic Banking

Outgoing foreign payments	0,9 % min. 350,- max. 2.000,-
Transfer within the bank	free of charge
Payment order in CZK from foreign currency account to another domestic bank	7,-
Express / urgent outgoing foreign payment delivered electronically	standard fee + 500,-

**Internet Banking**

Outgoing foreign payments	0,9 % min. 350,- max. 2.000,-
Transfer within the bank	free of charge
Payment order in CZK from foreign currency account to another domestic bank	7,-
Express / urgent outgoing foreign payment delivered electronically	standard fee + 500,-

**C. Issuing of receipt for payments carried out/ received**

By ordinary mail / personally at reception desk	150,-
By fax / swift	200,-

**D. Other services**

Additional information about payment / request for investigation	300,-
Suspended payment notification	30,- per item
Rejected / cancelled payment notification	60,- per item

- the payment currency must be EUR
- the payment amount may not exceed EUR 12.500
- the payment must be originated in a member state of the EU and be destined for the member state of the EU
- the fee instruction must be "SHA" (fee splitting)
- the payment must contain the valid IBAN of the beneficiary
- the payment must contain the valid BIC of beneficiary's bank
- the payment must not contain any additional information for the bank
- the information on the payment order must be precise and may not lead to inquiries

### III. Cash Transactions

in CZK

#### A. Cash transactions in CZK

Cash deposits	free of charge
Deposit of bigger number of coins (over 500 pieces)	1 % min. 100,-
Cash withdrawals	30,- flat
Withdrawal of bigger number of coins (over 500 pieces)	1 % min 100,-
Cash processing	1.500,- for each 1 Mio CZK
Not advised withdrawal according to the bank's business terms and conditions	0,2 %

#### B. Cash transactions in foreign currencies

Cash deposits	free of charge
Cash withdrawals	1 % / over 0,5 Mio 0,5 %
Cash processing	1.500,- for each 1 Mio CZK
Not advised withdrawal according to the bank's business terms and conditions	0,4 %
Not realised withdrawal	0,4 %

#### C. Foreign exchange - according to foreign exchange list of LBBW Bank CZ a.s.

CZK to foreign currencies (we sell)	free of charge
Foreign currencies to CZK (we buy)	1 %, min. 50,- max. 3.000,-

#### D. Other cash services

Foreign exchange of damaged banknotes	10 %
Exchange of banknotes (interchange, change etc.)	5 % min 25,- max 1.000,-
Incoming payment collectable in cash only	1 % min 500,-

## IV. Documentary Letters of Credit

in CZK

### A. Export letters of credit

Pre-advice	1.000,- flat
Advising commission	0,1 % min. 1.000,-
Handling commission	0,3 % min. 1.000,-
Transfer of L/C	0,2 % min. 1.000,-
Confirmation commission*	0,1 % p.m. min. 1.000,-
Deferred payment commission*	0,15 % p.m. min. 1.000,-
Supervisory commission (unconfirmed L/C without forfeiting)	0,1 % min. 1.000,-
Taking up of risk (unconfirmed L/C with forfeiting)*	0,15 % p.m. min. 1.000,-
Amendment fee	1.000,- flat
Closing of L/C due to non-utilisation before maturity	1.000,- flat
Repeated claim due to not received instructions (second and following)	100,-
Pre-checking of documents (first pre-check)	free of charge
Advising of L/C to other bank	1.000,- flat

### B. Import letters of credit

Pre-advice	1.000,- flat
Commitment commission **	0,1 % p.m. min. 1.000,-
Deferred payment commission **	0,15 % p.m. min. 1.000,-
Handling commission	0,3 % min. 1.000,-
Amendment commission	1.000,- flat
Cancellation of L/C	1.000,- flat

### C. Special confirmation

Notification of assignment out of L/C	100,-
Confirmation of assignment of the proceeds out of L/C	2.500,- flat

\* depending on the issuing bank and the lifetime of the L/C, resp. deferred payment

\*\* depending on the means of security

Letters of Credit. These expenses are booked as follows:

- SWIFT message: CZK 150,-
- Fax message (one page): CZK 100,- inland; CZK 150,- Europe; CZK 200,- overseas;
- telex, telegram, telephone, mail, courier services: according to actual expenses

## V. Documentary Collection

in CZK

### A. Export documentary collection

Handling fee	0,3 % min. 1.000,-
Amendment of instructions	500,-
Returning of documents free of payment	0,3 % min. 1.000,-
Repeated claims of collection instructions (second and following)	100,-
Cancellation of collection order	500,-
Notification of Assignment out of DC	100,-

### B. Import documentary collection

Handling fee	0,3 % min. 1.000,-
Domiciliation of bill of exchange	0,1 % min. 1.000,-
Amendment of instructions	500,-
Documents released "free of payment"	0,3 % min. 1.000,-
Sending of collection instruction to other bank	500,-
Repeated claims of collection instructions (second and following)	100,-
Release of goods (goods shipped to our disposal)	1.000,-
Protest for non-payment, non-acceptance	1.000,- plus costs of notary
Aval of import B/E *)	individually

\*) depending on risk level and on the means of security

Client can further be charged with telecommunication and postage costs arising from processing of Documentary Collection. These expenses are booked as follows:

- SWIFT message: CZK 150,-
- Fax message (one page): CZK 100,- inland; CZK 150,- Europe; CZK 200,- overseas;
- telex, telegram, telephone, mail, courier services: according to actual expenses

## VI. Credit Facilities, Information Service

in CZK

### A. Loans

transaction and risk assessment of client.

Commitment fee (calculated over the unused amount of credit)	individually
Credit maintenance fee (including overdraft)	500,- p.m.
Fees for other services related to credit (lawyer services, expert evaluation of provided security, etc.)	charged according to the actual expenses

### B. Letters of guarantee

Issuing of the guarantee	1.000,-
Commitment fee (calculated on the amount)	individually
Amendment fee	1.000,-
Advising of a guarantee sent to us without our confirmation	1.000,-
Discharge the claim	0,2 % min. 1.000,-
Lodge the claim	0,2 % min. 1.000,-
Proposal of wording of guarantee	2.500,-
Cancellation of guarantee before issuance	2.000,-
Repeated claim due to not received instructions (second and following)	100,-
Commitment to issue an guarantee	individually
Administration of guarantee (fee is charged per every commenced month)	500,-

### C. Informational service

Auditors' inquiries:

- client with commitment	1.500,- flat + VAT
- client without commitment	1.000,- flat + VAT
Bank information	1.000,- flat + VAT
commenced 15 min	250,- + VAT

Client can further be charged with telecommunication and postage costs arising from processing of Letters of guarantee. These expenses are booked as follows:

- SWIFT message: CZK 150,-
- Fax message (one page): CZK 100,- inland; CZK 150,- Europe; CZK 200,- overseas;
- telex, telegram, telephone, mail, courier services: according to actual expenses

## VII. Treasury Services

	in CZK
Spot foreign currency conversions	to be agreed individually based on current market conditions
Forward contracts	to be agreed individually based on current market conditions
Forward contracts with delivery options	to be agreed individually based on current market conditions
Bond and Treasur-Bill trading services	to be agreed individually
Consulting services	to be agreed individually
Overnight Investment	to be agreed individually

## VIII. Payment Cards

in CZK

### A. Payment Card Usage Fees

**1. Card Issue** free of charge

### 2. Monthly Fee

Maestro Business	50,-
MasterCard Business - Standard Programme	130,-
MasterCard Business - Executive Programme	250,-
Additional Fee for Express Card Issue (with PIN code within 48 hours)	2.000,-

### 3. Limitations to Payment Card Usage

Card Blocking	0,-
Entry on Stoplist	0,-
Automatic transfer from Card Blocking to Stoplist	0,-
Card Unblocking	100,-

### 4. Other Services

Mailing of forgotten PIN code	100,-
Repetitive PIN code generation with personal acceptance	200,-
Additional statement of transactions	40,-
Renewal of a valid Card (in case of change of embossed data on the card or if it was damaged by cardholder)	200,-
Change of Card data	20,-
Express change of the Card limit (within 1 hour) for Charge Cards	200,-
Issue of a Replacement Card abroad	4.000,-
Issue of emergency cash abroad	3.500,-
Request for supplementary transaction documentation	300,-

### B. Payment Card Transactions Fees

#### Cash withdrawals at ATMs

ATM Domestic	6,50
ATM Abroad	2,5 % min. 80,-

#### Cash withdrawals at cash counters

Cash Advance Domestic	20,- + 0,45 % of the amount
Cash Advance Abroad	2,5 % min. 80,-

**b) Payments at merchants** free of charge

### C. American Express

Issuance Fee (one-of fee)	80,- USD
Personal card (yearly)	100,- USD
Company card (yearly)	100,- USD
Gold Card (yearly)	200,- USD
Platinum Card (yearly)	400,- USD

## IX. Other Services

	in CZK
<b>A. Hiring of safe deposit boxes</b>	
	branch (according to size range of
Advance payment for lending of two keys	1.000,-
Late vacation of safe deposit box after the contract expiration	5.000,-
<b>B. Night safe</b>	
Using the night safe p.m.	250,- + 19 % VAT p.m.
Long term safekeeping of securities and other valuables (yearly fee payable in advance)	0,5 % min. 1.200,- + 19 % VAT
<b>C. Mail boxes</b>	
Using the hold mail box	branch if boxes at disposal
Advance payment for lending of two keys	1.000,-
Late vacation of safe deposit box after the contract expiration	5.000,-
<b>D. Escrow Account</b>	
Fee for Providing and Maintenance of Escrow Account	5.000,-; over 1.000.000,- 5.000,- + 0,1 % of total amount*
Checking of the documents	1.000,-
Change of agreement – amendment fee	2.000,-
<i>*to be agreed individually (in extraordinary cases)</i>	
<b>E. Cash pooling</b>	
Maintaining an account in the Cash pooling group	to be agreed individually
<b>F. Cash concentrating</b>	
Maintaining an account in the Cash Concentrating group	to be agreed individually

## X. Electronic Banking Services

in CZK

### A. MULTICASH

MULTICASH system installation (including consultancy and training)	8.000,- flat
Connection of existing MULTICASH installation of other bank to LBBW Bank CZ a.s	4.000,- flat
Monthly maintenance fee (including electronic account statements, lists of foreign exchange rates of LBBW Bank CZ a.s., actual account balance information, help-desk service, system up-grade)	800,- p.m.
Additional training of MULTICASH users	3.500,-
On site repair of MULTICASH system's malfunctions caused by the client	3.500,-

### B. LBBW Internet Banking

Fee for the Internet Banking Service	30,-
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### C. Information SMS

Creation / Change / Cancellation of service	0,-
Management services	0,-
Sending information SMS	2,50 / SMS

## **XI. Miscellaneous**

For operations not mentioned above, the bank will charge a fee based on the amount of time involved in handling such operations and on the level of risk to be undertaken by the bank.

With regard to all these operations, we will debit the customer's current account for all postal communication and other costs such as taxes or other expenses paid by the bank.

At any moment the bank may replace this List of fees and commissions by an updated version which will come into force the day after publication.

Fees and commissions are in CZK unless otherwise stated. Spot middle rate valid at the day of processing is used to convert all fees stated in CZK and booked in a foreign currency.