

Terms and Conditions applicable to Correspondent Banks 15st February 2021

These terms and conditions are applicable as of 15st February 2021 and supersede all previous ones. They may be amended without prior notice.

The terms and conditions given in the following are to be understood for standard transactions. For transactions requiring special handling or having special risks, we reserve the right to charge additional fees.

Postage, cable, Telex- and SWIFT-charges incurred by us as well as other expenses and third parties' fees - if any - will be charged separately.

Current Accounts

Account Maintenance		free of charge
Credit Interest		subject to arrangement
Debit Interest		subject to arrangement

Inquiries

for transactions within the past 6 weeks	25.00 EUR
for transactions within the past year, but older than 6 weeks	50.00 EUR
for transactions older than one year	125.00 EUR

Reporting Services

SWIFT MT 950 / MT 940		free of charge
Confirmation of account	normal version	100.00 EUR
balances	complex version	200.00 EUR

Payments

Commercial Payments

*Following the **European Regulation no. 1781/2006** and the **FATF-Guidelines** we expect to receive **full information on the ordering customer** in field 50 of the MT103 or in the respective equivalent message. Landesbank Berlin AG will not reject incoming transfers due to missing data, but missing information will be requested from the remitting institution. We reserve the right to charge an additional fee for any request due to missing payer details.*

*Our policy regarding the **Resolution of the European Payments Council concerning the mandatory use of IBAN and BIC** as from 1st January 2007 (applicable to transfers non-compliant with the resolution):*

We will not reject payments without IBAN and/or BIC, unless the beneficiary bank rejects them.

*We will charge an additional service fee / **Repair fee of EUR 8.00** for all payments sent to us not in compliance with our STP formatting rules described in the annex as follows:*

Mismatching between beneficiary name and account number / IBAN in incoming payment orders (received from banks worldwide):

With effect from 31st October 2009 we are entitled to rely on the account number / IBAN only even if the number identifies a person or entity different than the named beneficiary. We are not responsible if the beneficiary name and the account number / IBAN do not agree.

1. Payments from countries within the European Union (EU) / European Economic Area (EEA)

a) SEPA Credit Transfers (SCT)

- payments in EUR
- sending/receiving bank is in the EU / EEA or other countries / territories outside the EU / EEA which are part of the SEPA Schemes
- sent in the format SEPA ISO 20022 XML and
- MT 103 or MT103+ sent with priority 0 (standard priority) is formatted in compliance with SWIFT STP standard rules and shows **additionally**
Field 57A: SWIFT/BIC
Field 59 : Beneficiary's IBAN followed by the beneficiary's name
Field 71A: SHA
Field 72 : empty
Field 23 E: empty

Charging Option: Beneficiary has an account with LBB/Berliner Sparkasse or with a Third Bank free of charge
SHA

b) SEPA Direct Debits (SDD)

Interchange fee for R-Transactions (returns, refunds) 3.00 EUR

c) Other Payments from countries within the European Union (EU) / European Economic Area (EEA)

- payments in EUR or in the currency of an EEA country
- sending/receiving bank is in the EU / EEA and
- MT 103 or MT103+ sent with priority 0 (standard priority) is formatted in compliance with SWIFT STP standard rules and shows **additionally**
Field 57A: SWIFT/BIC
Field 59 : Beneficiary's IBAN followed by the beneficiary's name
Field 71A: SHA
Field 72 : empty
Field 23 E: empty

Charging Option: Beneficiary has an account with LBB/Berliner Sparkasse free of charge
SHA

Beneficiary has an account with a Third Bank in Germany or the EU / EEA subject to arrangement
(forwarding of payment with charging option SHA and without deduction of charges)

Our policy for incoming payments sent with charging option BEN or OUR:

Charging Option: Beneficiary has an account with LBB / Berliner Sparkasse free of charge
BEN
(settlement like SHA option)

Beneficiary has an account with a Third Bank in Germany or the EU / EEA subject to arrangement
(forwarding of payment with charging option BEN and without deduction of charges)

Charging Option: Beneficiary has an account with LBB / Berliner Sparkasse 1.0 ‰ min 10.00 EUR
OUR
(settlement like OUR option) max 50.00 EUR

Beneficiary has an account with a Third Bank in Germany or the EU / EEA <i>(forwarding of payment with charging option OUR and without deduction of charges)</i>	1.0 ‰	min max	10.00 EUR 50.00 EUR
---	-------	------------	------------------------

Third Bank charges <i>(if applicable)</i> <i>In case of higher Third Bank charges we reserve the right to claim the difference separately!</i>			25.00 EUR
---	--	--	-----------

2. Payments from countries outside the EU (European Union) / EEA (European Economic Area) and Payments in other currencies (non EUR or non EEA currencies)

Charging Option: SHA or BEN	Beneficiary has an account with LBB / Berliner Sparkasse or with a Third Bank in Germany or the EU / EEA		
------------------------------------	--	--	--

applicable to remitting bank			free of charge
------------------------------	--	--	----------------

applicable to beneficiary bank	1.0 ‰	min max	10.00 EUR 100.00 EUR
--------------------------------	-------	------------	-------------------------

- in case of express transfers			+ 10.00 EUR
--------------------------------	--	--	-------------

Charging Option: OUR	Beneficiary has an account with LBB / Berliner Sparkasse	1.0 ‰	min max	10.00 EUR 50.00 EUR
-----------------------------	--	-------	------------	------------------------

<i>(applicable to remitting bank, irrespective principal amount)</i>	- in case of phone advice to beneficiary <i>(instruction "TELB" or "PHOB")</i>			+ 10.00 EUR
--	---	--	--	-------------

Beneficiary has an account with a Third Bank in Germany or the EU / EEA	1.0 ‰	min max	10.00 EUR 50.00 EUR
---	-------	------------	------------------------

- in case of express transfers			+ 10.00 EUR
--------------------------------	--	--	-------------

Third Bank charges <i>(if applicable)</i> <i>In case of higher Third Bank charges we reserve the right to claim the difference separately!</i>			25.00 EUR
--	--	--	-----------

Please forward the above mentioned fee in field 71G of your MT103!

OUR-charges claimed by correspondent banks for our outgoing payments with Charging Option OUR:

The maximum amount that Landesbank Berlin (BELADEBE) will pay for OUR-fees is **EUR 50.00** or its equivalent in other currencies.

3. Miscellaneous

Repair fee for NON-STP payment orders					8.00 EUR
<i>(Applicable to all commercial payments sent to us not in compliance with our STP formatting rules described in the annex.)</i>					
Amendments/Cancellations/Investigations					
<i>(additional charges from other banks may apply)</i>					
Inquiries due to incomplete or unclear instructions					35.00 EUR
Amendment/cancellation or refund of orders after execution					50.00 EUR
<i>(on best efforts basis)</i>					
Query requests on items over three months old				min	60.00 EUR
<i>(depending on efforts)</i>					
Value adjustments (Back valuations)					
As per the European Compensation Guidelines published by the EBF					
					100.00 EUR
in case of negative interest rates for EUR					300.00 EUR
<i>plus interest if applicable</i>					
Bank to bank transfers (MT 2xx)					subject to arrangement
Return of bank to bank transfers (MT 2xx)					50.00 EUR

Clean Collections

Cheques in EUR					
drawn on us					free of charge
drawn on other German banks	Commission	1.5 ‰	min		20.00 EUR
Cheques in other currencies than EUR					
drawn on us		3.0 ‰	min		40.00 EUR
drawn on other German banks	Commission	3.0 ‰	min		40.00 EUR
Returned cheques		3.0 ‰	min		40.00 EUR
			max		200.00 EUR
Processing of Stop Payments for cheques					
drawn on us				per item	40.00 EUR
Cheques are credited under usual reserve if not received for collection.					
Bills of Exchange, Promissory Notes, Payment Receipts or similar instruments					
Commission for obtaining the acceptance and/or for collection		1.5 ‰	min		75.00 EUR
Handling commission		1.5 ‰	min		75.00 EUR
Domicile commission		2.0 ‰	min		15.00 EUR
		2.0 ‰	max		50.00 EUR
Returned items or delivery free of payment		3.0 ‰	min		150.00 EUR

Protest for non-acceptance or non-payment will only be obtained in case of explicit corresponding instructions given to us.

Notwithstanding any instruction which may be given to the contrary in the order, these fees will be for the account of applicant, if the order remains unpaid or unutilised.

Documentary Collections

Commission for obtaining the acceptance and/or for collection	1.5 ‰	min	75.00 EUR
Handling commission	1.5 ‰	min	75.00 EUR
Goods shipped to our address			
Release fee	1.5 ‰	min	100.00 EUR
<i>(This commission is exclusively for the account of the principal, irrespective of any instructions regarding charges)</i>			
Trusteeship of warehouse goods			
Handling Fee	2.0 ‰	min	250.00 EUR
Amendment commission			75.00 EUR
Returned items or delivery free of payment	3.0 ‰	min	150.00 EUR

Documentary Credits**Advising**

Commission	1.0 ‰	min	75.00 EUR
		max	250.00 EUR
Pre-advising commission			50.00 EUR

Confirmation

Confirmation commission			subject to arrangement
Deferred payment commission			subject to arrangement
Acceptance commission			subject to arrangement
Handling of acceptance			100.00 EUR

Documentary handling

Sight documentary credits			
Taking up of documents	Per set	1.5 ‰	min 75.00 EUR
Additional handling fee if all of the charges are to be borne by the applicant		1.5 ‰	min 75.00 EUR
Deferred-payment documentary credits			
Taking up of documents	Per set	1.5 ‰	min 75.00 EUR
Additional handling fee if all of the charges are to be borne by the applicant		1.5 ‰	min 75.00 EUR
Supervision commission		1.0 ‰	min 100.00 EUR

Amendment

commission			min 75.00 EUR
------------	--	--	---------------

Discrepancies

Fee for documents presented with discrepancies	Per set		75.00 EUR
--	---------	--	-----------

Returning of documents not taken up	3.0 ‰	min	150.00 EUR
--	-------	-----	------------

Reimbursement of other banks

Advising commission			75.00 EUR
Reimbursement commission	Per payment		75.00 EUR
Confirmation commission			subject to arrangement
<i>(If we have to give our confirmation to the receiving bank)</i>			
Amendment commission			75.00 EUR
Supervision commission for deferred-payment L/Cs			75.00 EUR

Cancellation of reimbursement authorization	50.00 EUR
Transfer of Letters of Credit	2.0 ‰ min 200.00 EUR
Inquiries due to incomplete or unclear instructions	25.00 EUR

Guarantees

Advising Commission	1.0 ‰ min 75.00 EUR max 250.00 EUR
Guarantee Commission	subject to arrangement
Amendment Commission	75.00 EUR

Cut-Off-Times

Payments in EUR

Payment channel	Bank-to-bank transfers (MT 2XX)	Customer payments (MT 1XX)
Net clearing systems	2:30 p.m. (CET)	2:30 p.m. (CET)
Gross clearing systems	4:30 p.m. (CET)	4:00 p.m. (CET)
Book transfers	4:30 p.m. (CET)	4:00 p.m. (CET)

Payments in other currencies than EUR

Payment channel	Bank-to-bank transfers (MT 2XX)	Customer payments (MT 1XX)
USD	V-1 (end of business day CET)	V-1 (end of business day CET)
CAD	V-1 (end of business day CET)	V-1 (end of business day CET)
All other currencies	V-2 (end of business day CET)	V-2 (end of business day CET)

We strongly recommend to send us the majority of your payment instructions (for payments in EUR) prior to or early on value date to guarantee smooth operations and to ensure good value.

Urgent/sensible transfers after cut-off-times will be handled on best effort basis. Cut-off-times are based on receipt of SWIFT instructions.

Urgent transfers after cut-off-times have to be advised by phone and will be handled on a best effort basis.

ANNEX

STP-Rules of MT 103, MT 103+, MT 200 and MT 202 / MT 202COV formatting to be sent to Landesbank Berlin AG (BELADEBE)

The formatting is always based on the prevailing SWIFT Standard Release Guide.

Commercial payments in favour of customers of Berliner Sparkasse Branch of Landesbank Berlin AG will be settled through the accounts of Landesbank Berlin AG (Bank Code 100 500 00, SWIFT code BELADEBEXX).

Furthermore, Landesbank Berlin AG (including Berliner Sparkasse Branch of Landesbank Berlin AG) participates in the major EURO clearing systems (e.g. EBA, TARGET2).

MT 103 or MT 103+ Single Customer Credit Transfers

Status	Tag	Field Name	Content/Options No.
M	23B	Bank Operation Code	CRED
O	23E	Instruction Code	NOT TO BE USED
M	50a	Ordering Customer	A or K account number or IBAN (starting with slash “/”) and complete name and address (please see note below)
O	52a	Ordering Institution	A
O	53a	Sender’s Correspondent	A
O	54a	Receiver’s Correspondent	A
O	55a	Third Rembours Institution	NOT TO BE USED
O	56a	Intermediary Institution	A
O	57a	Account with institution	A (=ISO-BIC-Code) In payments to EU / EEA countries the Beneficiary’s Bank must be shown only with its BIC-Code Only necessary if beneficiary has an account with a Third Bank
M	59a	Beneficiary Customer	Option A or No letter option [max./34x] 4*35x First subfield: valid IBAN or correct BBAN - STP-account numbers are the following: EU / EEA countries: valid IBAN’s* other countries: valid IBAN’s (if existing) or correct BBAN’s** Second subfield: Complete name and address (please see note below) or Option F First subfield: /account number Second subfield: 1/Name of the Beneficiary 2/Address line for the Beneficiary 3/ISO country code/Town
O	70	Remittance Information	Details of Payment Information is passed to the beneficiary of the payment
M	71A	Details of Charges	Three options may be used: OUR, BEN or SHA
O	71F	Sender’s Charges	If field 71A=BEN or SHA 71F is mandatory if field 71A=BEN
O	71G	Receiver’s Charges	If field 71A=OUR

O	72	Sender to Receiver information	NOT TO BE USED
O	77B	Regulatory Reporting	3*35x NOT TO BE USED

M = Mandatory O = Optional

Note: following the Interpretative Note to Special Recommendation VII: Wire Transfers of the FATF dated February 14th, 2003.

* IBAN = International Bank Account Number (in Germany 22 digits starting with DE...)

** BBAN = Basic Bank Account Number = domestic account number

MT 2xx, Financial Institution Transfer

For payments between financial institutions the preferred option is Option A (ISO BIC-Code) in all applicable fields such as 56A, 57A or 58A.

However, in addition to the ISO BIC it is possible to complete the field 53 with sender's account number and the fields 57A and 58A with beneficiary's account number.

The complete Landesbank Berlin AG / Berliner Sparkasse account number consists of 8 to 10 digits.

If any of your payments require real time settlement, please indicate this by stating "//RT" in field 56, 57 or 58, whichever is used first in your message to Landesbank Berlin AG.

For MT200 Financial Institution Transfer for its Own Account

Status	Tag	Field Name	Content/Options No.
O	53a or 53b	Sender's Correspondent	A (= published ISO-BIC-Code) B (= your account number with Landesbank Berlin AG
O	56a	Intermediary	A (= published ISO-BIC-Code)
M	57a	Account with Institution	A (= published ISO-BIC-Code) Account number not allowed*
O	72	Sender to Receiver Information	NOT TO BE USED

M = Mandatory O = Optional

*MT200 payment orders should not contain beneficiary's account number.

Should you wish to instruct payments to the credit of a specific account, please use MT202 format.

For MT202 General Financial Institution Transfer

Status	Tag	Field Name	Content/Options No.
O	52a 53a or 53b	Ordering Institution Sender's Correspondent	A (= published ISO-BIC-Code) A (= published ISO-BIC-Code) B (= your account number with Landesbank Berlin AG
O	54a	Receiver's Correspondent	A (= published ISO-BIC-Code)
O	56a	Intermediary Institution	A (= published ISO-BIC-Code)
O	57a	Account with Institution	A (= published ISO-BIC-Code)
M	58a	Beneficiary Institution	A (= published ISO-BIC-Code)
O	72	Sender to Receiver Information	NOT TO BE USED

M = Mandatory O = Optional

For MT202COV (Sequence A)

Status	Tag	Field Name	Content/Options No.
O	52a 53a or 53b	Ordering Institution Sender's Correspondent	A (= published ISO-BIC-Code) A (= published ISO-BIC-Code) B (= your account number with Landesbank Berlin AG
O	54a	Receiver's Correspondent	A (= published ISO-BIC-Code)
O	56a	Intermediary Institution	A (= published ISO-BIC-Code)
O	57a	Account with Institution	A (= published ISO-BIC-Code)
M	58a	Beneficiary Institution	A (= published ISO-BIC-Code)
O	72	Sender to Receiver Information	NOT TO BE USED

M = Mandatory O = Optional