

Business Current Account

Standard Tariff

Standard charges

Credits

	Fee
Manual credit (This term includes the paying-in slip that you must use with the cash or cheques you pay into your account. The cheques and cash paid in will be charged separately – see below)	70p
Automated credit (This term includes each automated payment made into your account by standing order and other automated methods)	20p
Cheques deposited	28p per item

Debits

	Fee
Cheques issued	60p per item
Automated debit (Direct Debit, standing order)	40p per item

Cash items per £100

	Fee
Cash paid in	55p
Cash withdrawn	55p
Cash exchanged	£1.60
Monthly service charge	£5.00

You will be pre-notified of standard charges 16 days prior to your account being debited on the 5th of each month. Where the 5th falls on a weekend or Bank Holiday, the charges will be debited on the previous working day.

Special service charges

If you require any additional services to those involved in the everyday running of your account, these could incur a further charge. The services for which we most commonly charge are listed below. From time to time we may have to charge for other services not listed here. These charges will, however, always be explained to you in advance.

Service	Fee
Stopped cheque	£12.00
[†] Special presentations	£15.00
Returned cheques (previously deposited)	£6.00
[†] Status enquiry/ Banker's reference	£9.78
Copy statements	£8.00
Duplicate statement service (additional copy)	£5.00
~Audit letters for year end account purposes	£30.00 minimum

Service charges' notes

[†]Additional telephone charges will be incurred.

~Subject to VAT at the standard rate.

*This fee is inclusive of VAT at the standard rate.

Service	Fee
Giro cheque encashment	£1.50 per cheque
Cheque encashment at Post Office [®]	£1.50 per cheque
Copy items	£12.00
CHAPS written request	£25.00
fax request	£40.00
Frequent statement service	£1.00
Bank cheque	£15.00
~Certificate of Balance	£15.00

General notes

Charges for special services such as stopping cheques, bank cheques etc. will continue to be taken at the time that the service is utilised.

The services and charges detailed are correct at the time of printing (12/08) and are subject to variation at any time in accordance with account conditions. Confirmation of current rates can be obtained at co-operativebank.co.uk

Lending service charges

Overdraft and lending arrangement fees are subject to negotiation.

Formal overdrafts	Fee	Unplanned overdrafts	Fee
Overdraft utilisation fee ¹		Unplanned overdraft utilisation fee*	£20 per month
Up to £10,000	£15 per month		
Up to £25,000	£30 per month	Unplanned overdraft event fee**	£20 per event
Up to £50,000	£60 per month		
Up to £75,000	£90 per month	Unpaid item fee***	£30
£75,001-£100K	£120 per month		
		Unplanned overdraft interest rate****	1.92% per month (25.59% per annum EAR [^])

¹Formal overdraft utilisation fees are charged monthly and will be charged at the above rates where applicable.

Unplanned overdraft notes

- * The unplanned overdraft utilisation fee is charged when your account goes overdrawn without a formal overdraft limit, or exceeds a formal overdraft limit. The fee will be charged on each monthly anniversary, if you still have an unplanned overdraft on your account. You should allow up to 5 working days before drawing against cheques deposited to your account.
- ** An unplanned overdraft event fee is charged every time your unplanned overdraft position increases (except where it does so as a result of charges or interest being applied). Only one event will be charged per day and there is no limit to the number of event fees that can be charged.
- *** An unpaid item fee is charged if we decline to pay an instruction where:
 - to pay it would make you go overdrawn if you do not have a formal overdraft limit
 - or where you do have a formal overdraft limit, agreeing to the request would cause you to exceed your formal overdraft limit.
 This is known as a request for an unplanned overdraft.
- **** Please note that debit interest will be applicable at the above rate if you draw against uncleared funds.
- ^ EAR is the Equivalent Annual Rate taking into account the interest rate and how often interest is paid, but excludes any fees or charges.

Please call 08457 213 213 if you would like to receive this information in an alternative format such as large print or Braille.

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