



BANKING TERMS AND CONDITIONS

EFFECTIVE FROM 1st OCTOBER

All our rates are in **FCFA excl. taxes** and are subject to change. According to the Ministerial Decree, all bank charges and commissions are subject to **VAT (9.25%)**.

Credit in account	Value Date	Availability
SYGMA Transfer	(D)+1	(D)
Transfer in compensation	(D)+1	(D)
Payment in Cash	(D)+1	(D)
Transfer	(D)+1	(D)
Discounted bill of X	(D)+1	(D)
Rem ②	(D)+2	(D)+2
Rem ③	(D)+1 month	(D)+1 month
Rem ④	In accordance with	Negotiable
Rem ⑤	In accordance with	Negotiable
Rem ⑥	(D)+1	(D)
AFG Cheque VD	(D)+1	
Debit in account		
CW, BT, CP	(D)+1	
Savings account Ops		
Debit Value date	(T+ and 30)	D
Credit Value date	(T+ and 30)	D

Rem ②	Remittance of standardized cheque for compensation (CEMAC zone)
Rem ③	Remittance of standardized cheque for compensation (Outside CEMAC)
Rem ④	Remittance of cheque & bill of exchange for compensation (CEMAC)
Rem ⑤	Remittance of cheque & bill of exchange for compensation (Outside CEMAC)
Rem ⑥	Cheque remittance in our branches
AFG cheque VD	AFG cheque value date
CW, BT, CP	Cash withdrawal bank transfer, check payment
Savings account Ops	Savings Account Operations
(D)	Represents the credit day of the Account for Value Date
In accordance with	In accordance with the procedures relating to the 2 entities
In accordance with	In accordance with the procedures relating to the 2 entities

TERMS AND CONDITIONS FOR RETAIL BANKING

1- ACCOUNTS

1.1 Current Accounts for Retail

Guaranteed Minimum Banking Service (Applicable from

01.01.23)	
Opening an account	Free
Issuing a bank statement	Free
Cash Withdrawal	Free
Withdrawing from the cardholder's ATMs	Free
Transferring from one account to another	Free
Payment by check	Free
Change of identification details	Free
Account consultation at the branch	Free
Issuance of a certificate of non-payment of fees once a year and upon account closure	Free
Cash deposits at the institution's branches	Free
Issuing cash withdrawal forms.	Free
Issuing fifty cheque forms per year.	Free
Account maintenance.	Free
The provision of monthly Account Statement in soft or electronically once a year	Free
Bank domiciliation	Free
Electronic debit or credit advice	Free
Balance enquiries at the ATMs of the bearer's Bank	Free
Cashing of cheques drawn on a CEMAC bank	Free
The provision, once a year, in paper form at the counter, or electronically, of a summary of the charges and transactions not resulting from an order from the consumer, recorded on his account during the previous calendar year	Free
The collection of national, community & international transfers	Free
Card payment in CEMAC	Free
Opening of Employee Accounts	Free
Initial deposit for checking account	20000
Individuals who are traders	10000
Individuals who are self-employed	5000
Individuals who are students	5000
Individuals who are employees	Free

1.2 - Interest-bearing accounts

1.2.1 Classic savings account

Minimum deposit	25000
Minimum balance required	20000
Interests	2.45% per annum, payable half-yearly

1.2.2 Atlantic Savings Plus Account

Minimum deposit	500000
Interests	4.5% / year, payable half-yearly from a balance of 2,500,000

Withdrawal fee	5 000/withdrawal
1.2.3 IRVM (Securities Income Tax)	16.5% above 50 million deposits

1.2.4 Savings certificate

Duration	Negotiable
Minimum amount	2.5 million
Interests	Negotiable
Penalties for early repayment	1% of the amount of accrued interest

1.3 Operating conditions

Account maintenance fees	Variable
Individuals who are self-employed	Free
Monthly statement	Free
Statement on request	1000 / page
Debit interest	TBB ≤ ID ≤ 16%
Commission for higher overdraft	Free
Individuals who are not traders	0.03%
Individuals who are traders	Free
Commission on debit transactions INDIVIDUALS	0.025% min 3 000
Withdrawal by counter cheque	Free
Account closure	5000
Account reactivation	Free
Forcing fees	1% of the amt. Min.300000
Card re-delivery fee (Effective Aug 1, 2024)	5000

2-Banking packages

Package EASY	1500 / month
Civil servant package	2 000 / month
CIVIL SERVANTS PLUS Pack	2500 / month
Partner package	2500 / month
Package SELECT	4 000 / month
Package ELITE	10 000 / month
Package PRO	10,000 / month
Retired person package	1 000 / month
Savings Package	500 / month

3- BANK CARDS

GMAC CARD	1500 / month
GMAC CARD FOR CIVIL SERVANTS	2 000 / month
VISA CLASSIC CIVIL-SERVANT PLUS	2500 / month
VISA CLASSIC PARTNER	2500 / month
VISA CLASSIC SELECT	4 000 / month
VISA GOLD ELITE	10 000 / month
VISA GOLD PRO	10 000 / month
VISA PLATINUM	20 000 / month

3.1 Transactions linked to bank cards

Cash withdrawal at GMAC ATMs	1% of the transaction amt with a min of 500F and a max of 1'000
Payment at GMAC POS terminals	1% of the transaction amt (owners' POS) and 200 (our customer)
Balance request on AFG Bank ATMs	Free
Balance request on GMAC ATMs	100
PIN code reset fee	Free

Card blocking fee	5 000
Fee for lifting block after blocking	Franco
Mini statement on AFG Bank ATMs	Franco
Mini statement on GMAC ATMs	N/A
Account to account transfer	Franco

Destruction of card for failure to withdraw within 3 months - COMMUNICATION @ THIS REGARDING + INTERGRATION WITHDRAWAL MESSAGE

4- PREPAID CARDS

Cash CNPS	
Subscription	500
Loading fee	367
Monthly fee	Free
Other services on prepaid card	Free
Cash withdrawal at GAB ATMs	Free
Cash withdrawal at GMAC ATMs	1% of the transaction amount with a min of 500 and a max of 1'000
Payment at GMAC POS terminals	1% of the transaction amount
Request for balance on ATMs	Free
Request for balance on GMAC ATMs	100
Resetting confidential code	Free
Card blocking fee	5 000
Fee for release after opposition	Free

Mini statement on ATMs	Free
Mini statement on GMAC ATMs	N/A
Transfer account to account	Free
Destruction of card for failure to withdraw	5 000

5- Remote banking

5.1 SMS Banking	
- Checking accounts	1 000 / month
- Savings accounts	500 / month
5.2 AFG e-Bank	1 500 / month
5.3 Email alerts	1 000 / month

5.4 E-Statement (excluding packages)

Private individuals' savings accounts	500
Individuals' checking accounts	1000
AFB format (upon request)	50 000 / month

5.5 BANK TO WALLET

Check your balance	50
Mini statement	50
ORANGE MONEY B2W/W2B	
B2W Billing	1% capped at 1000
W2B transactions	According to telecom operator's rate schedule

6- METHODS OF PAYMENT

6.1 National methods of payment

6.1.1 Cheques	
AFG Bank cheques	Discount commission
Cheque value date AFG Bank	D+1

Fixed collection fee	Free
Issuer's non-payment charges	30000
(limited funds, stop payment, frozen account, incorrect signature and missing signature)	
Letter of demand	10000
Regulatory penalties on unpaid cheque for insufficient funds	According to regulations

Application for 25-sheet checkbook	3000
Application for 50-sheet checkbook	5000
Destruction of checkbook not withdrawn after 3 months 25 sheets	3000
Destruction of checkbook not withdrawn after 3 months 50 sheets	5000

Checks for colleagues	Value date of checks for colleagues D+2
Fixed collection fee	Free
Postage paid	Free
Delivery of non-standardized check to colleague // to be reactivated - check with the DSI (IT Department)	7000

Correspondence costs on the beneficiary	Free
Beneficiary non-payment costs (insufficient funds, stop payment on check, frozen account, non-compliant signature and missing signature)	Free

Issuance of bank checks and Certification	
Issuance of bank checks	4000
Cancelling of bank checks	4000

6.1.2 Transfers	
Standing orders to our cash offices	Free
Transferring from one account to another	Free
Setting up a standing order	10000
Individuals who are non-resident traders	10000
Individuals who are residents:	Free

Civil servants and State employees	Free
Individuals who are residents: Other employees	Free
Simple transfer - execution fees	Free
Transfers not executed	5000
Transfer modification or cancellation fees	Minimum amount

Standing interbank transfers (per line)	5000
Interbank transfer (SYSTAC)	5000
Interbank transfer (SYGMA)	25000
Setting up the transfer (*)	10000

Execution of each transfer via SYSTAC	5000
Unexecuted transfers (insufficient funds)	5000
Transfer modification or cancellation fees	5000
MAD (provision)	5000

≤1 000 000	10000
[1000 001-20 000 000]	20000
>20 000 000	30000

International standing orders	10000
Setting up the transfer	10000
Unexecuted transfers (insufficient funds)	5000
Modification or cancellation fee	5000

Execution fees (see individual transfer pricing)	1% min 5000 + BEAC commission 0.5%
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7- FOREIGN TRADE OPERATION	
7.1 Delivery of cheques and bills	
7.1.1 Cheques and Instruments	
Payable outside CEMAC	
Check cashing fee	0.1%, min 10 000
Instrument cashing fee	0.2%, min 15 000
Postage for check letter	Upon location min 55,000
Postage for instrument letter	Upon location min 55,000

Application fees	15000
Value date	D+1 collection date
Correspondent's fee	Actual costs
Unpaid fees	50000

7.1.2 Cheques and bills of exchange received from abroad (outside CEMAC)	
SWIFT fee	10000
Postage paid	10000
Application fees	10000
BEAC fee	0.5% of the amount
Unpaid fees on AFG Bank	30000
Unpaid fees on colleagues	15000
Fees on fraudulent checks	50000
Processing fee per item	0.1%, min 10 000

7.1.2 TRANSACTIONS WITH GUCE	
Import/export invoice domiciliation fee	15000
Domiciliation declaration fee	15000
Charge for importation agreement	15000
Modification fee	Free
Certificate of non-financing/non-direct debt/repatriation of funds	15000

Fees for collection of tax in cash	10% (min 500
Taxation slips	max 10 000)

PVI (Import Verification Program)	Fixed commission of 10,000 + 0.1% Min 5000
HPVI (Outside the Tax Verification Program)	Commission of 0.15% Min 2000
SGS verification fee	Free

7.3 MANUAL EXCHANGE

7.3.1 Manual exchange in EURO

Commission on purchases from customers	Free
Commissions on purchases from non customers	Free
Customer private sale commission	5%

7.3.2 Manual exchange in USD

Commission on purchases from customers	0.05%
Customer private sale commission	5%
Current exchange rate	Free
Commission on purchases from customers	5%
Customer private sale commission	5%

7.3.3 Manual exchange of other currencies (XOF)

Commission on purchases from customers	5%
Customer private sale commission	5%

8- TRANSFERS

8.1 Outgoing transfer	
Commission	Free
Transfer fee	1% (min 5,000 excluding BEAC fees)
Commission for transfer of income from work	0.5%
BEAC Commissions	0.5%
Correspondent's fee	To be paid by the client on the basis of actual costs

Other BEAC (BDF) charges	984
Fund return charges	10000
SORT request charges	10 000 + correspondent's actual charges
Request to modify transfer issued	10000

Exchange rate	655.957
XOF	1
USD and other currencies	Capped at 3% according to BEAC's daily rates

8.2 Transfers received

Direct debit for natural persons	0.15%
Exchange rate	655.957
EUR	1
XOF	Capped at 3% according to BEAC's daily rates
USD and Other currencies	Capped at 3% according to BEAC's daily rates

Price list available on the website (www.afgbank.cm)	0.2% Exit taxes of the amounts 4F
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9- LOANS, FACILITIES & COMMITMENTS BY SIGNATURE	
9.1- Loans and Advances	
9.1.1- Credits	
Application fees Personal loans	Variable
Application fees Personal loans	Variable
School loans	Variable
Application fees	Variable
Interest Rate	Variable
Direct debit for natural persons	Max 15%
Overdraft rate	Variable
Setting up and renewing overdrafts	Variable
Application fees Personal loans	Variable
Setting up and renewing overdrafts	Variable
Cheque advances	20 000
Cheque advance charges for individuals	1%, Min 1 000
Forcing fees	0.5% / indivisible quarter
Fees for temporary overdrafts other than cheque advances Individuals	Varies from 0 to 2% of the outstanding capital
Extension of loan maturity	Loan rate +2% on the unpaid amount

Early repayment except for market financing	Free
Loan rate +2% on the unpaid amount	Free

9.1.2 Advances	
Advance on pledged market	TBB +/- margin
Advance on cash voucher	(TBB - 4.00%; TBB), i.e. (A.00%)
Issuance of bank checks and Certification	12.00% , TBB + 12.00% to date

9.2 COMMITMENT BY SIGNATURE	
Tax bonds and bonds. Indivisible bond /year/ indivisible quarter	10000
Swift / Telex charges if outside Cameroon	Actual price
Shipping costs (if required)	15000
Taking of security (per deed)	50000
Personal guarantee	10000
Mortgage & pledge of goods, equipment, BDC, etc.	20000
Amendment	20000
Release of guarantees	Free
Debt clearance certificate	Free
Individuals who are employees	15000
Traders	15000
Debt certificate	50000
Financial capacity certificate for Visa (Natural Persons)	50000

10- LEGAL SERVICES	
Guarantee promise (free deposit)	30000
From seizure/Notice to third party holder/Blocking of account- Individuals	10000
Banking ban	30000
Lifting of banking ban	20000
Requisition to bank	25000
costs (protective, allocation/ATD); individuals	35000
Authentication request	20000
Summons on the initiative of a third party	25000
Summons at the initiative of the bank	Actual costs/ notification

Cost of drafting a deed	10000
Penalty in case of false documents	100000
Inheritance file: <1000 000	25000
Inheritance file: 1000001 - 5 000 000	75000
Inheritance file: 5000001 - 20000000	150000
Inheritance file: 20 000 000 - 5 000 000	250000
Opening of inheritance file: > 50 000 000	500000
Inheritance liquidation commission	0.02%
Power of attorney (per account)	10000
Powers (per account)	10000
Cancelling power of attorney (per account)	10000
One-off power of attorney (one transaction)	5000
Blocking of account	4000

11- OTHER SERVICES	
Letter of recommendation / Good standing	50000
Claim processing of individuals	Free
Account certification for salary transfer	Free
Bank domiciliation certificate	15000
Balance certificate	15000
Payment certificate	10000
Transfer certificate	10000
Irrevocable transfer certificate	10000
Bank details	Free
Commercial information	15000
Notice of outcome requested by the transferee	10000
Photocopy / at the customer's request	1000/page
Banking information fees	5000/request
For the benefit of the client	20000
Document search	20000
Less than 1 year	30000
Less than 5 years	50000
More than 5 years	30000

TERMS AND CONDITIONS FOR CORPORATE BANKING

1.1 CURRENT ACCOUNT

Initial deposit	50,000
Ets /	100,000
SARL	1 000 000
SA	1 000 000
SA/GIE	50,000

Associations and other non-profit organizations	7500
Operating conditions	Account maintenance for companies / month
Account maintenance for companies	/ month
/ professionals	10,000 / month

Account maintenance fees for public limited companies / private limited companies / simplified joint-stock companies	7 500
Account maintenance fees for associations	5,000
Withdrawal by counter cheque	Free
Monthly statement	1 000 / page
Statement on request	TBB + ID ≤ 17%
Debit interest	0.025% / month
Commission for higher overdraft	0.025% min. 5,000 for ETS -
Commission on debit transactions	0.025% for companies, min. 10,000
Account closure	15000

1.2 Interest-bearing accounts	
Term deposit	Negotiable
Duration	10 millions
Minimum amount	Negotiable
Interests	Penalties for early repayment
Penalties for early repayment	If disbursement before term, penalty calculated in proportion to the rate of return on DAT, decreasing to 1%.

Remote banking	
4.1 SMS Banking	Company accounts / LLC 2,500
4.2. AFG e-Bank	
Professionals	3,000
SME	5,000
Large companies	10,000
4.3 Email alerts	SME 3,000
Large companies	3,000
4.4 E-Statement (excluding packages)	
SME	2,500
Large companies	3,500

4.5 Electronic payment terminals	
Commission per transaction (international cards)	2%
Commission per transaction (local GMAC cards)	1%

METHODS OF PAYMENT	
2.1 Cheques	
AFG Bank cheques	See cheque
Discount commission	D+1
Cheque value date AFG Bank	D+1

Fixed collection fee	Franco
Issuer's non-payment charges (insufficient funds, stop payment, frozen account, incorrect signature and missing signature)	30000
Letter of demand	10000
Regulatory penalties on unpaid cheques for insufficient funds	According to regulations
Request for checkbook for legal entities 25 sheets	3000
Request for checkbook for legal entities 50 sheets	5000
Destruction of checkbook not withdrawn after 3 months 2	