



REVISED SERVICE CHARGES MANUAL

(2023-24)

THE SATARA SAHAKARI BANK LTD
REVISED SERVICE CHARGES MANUAL (2023-2024)

SR. NO	PARTICULERS	SERVICE CHARGES	GST APPLICABLE YES / NO.	ACCOUNTING TREATMENT
1. [A]	<p><u>SAVING BANK ACCOUNT</u> Opening and maintenance of minimum balance in the a/c. [I] With Cheque book [II] Without Cheque book Note: Initially, If account opened by way of Marketing , then step by step balance in account should be as per Sr.No I & II</p>	<p>Rs.700/- Rs.500/- Rs.100/-</p>	<p>N.A N.A N.A</p>	<p>N.A. N.A. N.A</p>
[B]	<p><u>Closure of SB Account :</u> [I] If closed within 3 Months from date of opening the account . [II] If closed within one year from date of opening the account. [III] If closed after one year. [IV] Closure of Dormant A/c [V] Unused cheque Book [Per Leaf] [VI] While Closure of A/c, if unused cheques not presented[Per]</p>	<p>Rs.100/- Rs.50/- Rs.25/- Rs.50/- Rs.2/- Rs.2/-</p>	<p>Yes Yes Yes Yes Yes Yes</p>	<p>Bank Com. (PL - 234)</p>

SR. NO	PARTICULARS	SERVICE CHARGES	GST APPLICABLE YES / NO.	ACCOUNTING TREATMENT
C]	<p><u>CLEARING CHEQUE RETURN CHARGES.</u></p> <p>i) Inward Cleg Ch. Ret charges + 18% Int.Per Day</p> <p>ii) Outward clearing cheque Ret. Charges.</p> <p>iii) ACH-Dr return mandate.</p>	<p>Rs.100/-</p> <p>Rs.50/-</p> <p>Rs.100/-</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Bank Com. (PL -234)</p>
[D]	<p><u>ISSUE OF CHEQUE BOOK</u> [I] More than 50 cheque Leaves in accounting year.</p> <p>Note: After information, if Ch.Book not collected within 1 or 2 days, then send it direct along with banks covering letter to their given resi.address by regd. post and actual postage charges debit to their account.</p>	<p>Rs.1.50 (Per Chq. Leaf)</p>	<p>Yes</p>	<p>Bank Com. (PL -234)</p>
[E]	<p><u>ISSUE OF DUPLICATE PASSBOOK</u> (Including Present & Previous Entries)</p>	<p>Rs.50/-</p>	<p>Yes</p>	<p>Passbook Char. (PL-236)</p>
[F]	<p><u>Cash Deposit Service Charges</u></p> <p>i) Deposit above Rs.2.00 lakhs to Rs.5.00 lakhs per day, per lakhs or part thereof</p> <p>ii) Deposit above Rs.5.00 lakhs per day, per lakhs or part thereof (Sanction in BOD Meeting dated 08.09.2022 & implementation from 01.10.2022)</p>	<p>Rs.15/- (Max.Rs.45/-)</p> <p>Min.Rs.45/- + Rs.25/-</p>	<p>Yes</p> <p>Yes</p>	<p>(PL-138)</p>

[G]	<p><u>Levy of Penal Charges on Non-Maintenance of Minimum Balances in Saving Bank Accounts</u></p> <p>i) Without Cheque Book Facility Rs.500/- Min.Balance</p> <p>ii) Cheque Book Facility Rs.700/- Min.Balance</p> <p>(Sanction in BOD Meeting dated 08.09.2022 & implementation from October, 2022) (This monthly charges will be applied by H.O.I.T.Dept.)</p>	10% on the amount of difference between the average balance maintained during the month & the minimum balance prescribed charges to be rounded to nearest Rs.5/-	Yes	
<p>2.</p> <p>[A]</p> <p>[B]</p>	<p><u>CURRENT ACCOUNT & C.C. ACCOUNT</u></p> <p>Opening & Maintenance of minimum balance in Current Account.</p> <p><u>Closure of current account</u></p> <p>[I] If Closure within 3 months from the date of opening.</p> <p>[II] If Closure within one year</p> <p>[III] If Closure after one year</p> <p>[IV] Closure of Dormant A/c.</p> <p>[V] Charges for Unused cheques to be collected at the time of closure of current</p> <p>[VI] If unused cheques not ret'd.</p>	<p>Rs.2000/-</p> <p>Rs.150/-</p> <p>Rs.100</p> <p>Rs.75/-</p> <p>Rs.75/-</p> <p>Rs.2/-(Per leaf)</p> <p>Rs,2/-(Per leaf)</p>	<p>N.A.</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>N.A.</p> <p>Bank Com. (PL -234)</p>
[C]	<p>Issue of Cheque Book (Current, C.C. & OD A/c.) (Note: After information, if Ch.Book not collected within 1 or 2 days, then send it direct along with banks covering letter to their given resi./business address by regd. post and actual postage charges debit to their account.)</p>	Rs.2/- (Per leaf)	Yes	Bank Com. (PL -234)

[D]	<p><u>Levy of Penal Charges on Non-Maintenance of Minimum Balances in Current Accounts</u></p> <p>(With effect from 01.02.2023) (This monthly charges will be applied by H.O.I.T.Dept.)</p>	15% on the amount of difference between the monthly average balance maintained during the month & the minimum balance of Rs.2000/- with minimum Rs.50/-	Yes	
[E]	<p>Issue of Duplicate statement of Account for Current and cash credit Account.</p> <p>(a) for first page (b) Next pages</p>	Rs.50/- Rs.25/-each	Yes Yes	Bank Com. (PL -234)
[F]	<p><u>CLEARING CHEQUE/ACH Dr. RETURN CHARGES.</u></p> <p>i) Inward Cleg Ch. Ret charges + 18% Int.Per Day ii) Outward clearing cheque Ret. Charges. iii) ACH Debit Return Charges.</p>	Rs.200/- Rs.50/- Rs.200/-	Yes Yes Yes	Bank Com. (PL -234)
[G]	<p><u>Cash Deposit Service Charges</u></p> <p>i) Deposit above Rs.2.00 lakhs to Rs.7.00 lakhs per day, per lakhs or part thereof ii) Deposit above Rs.7.00 lakhs per day, per lakhs or part thereof (Sanction in BOD Meeting dated 08.09.2022 & implementation from 01.10.2022)</p>	Rs.25/- (Max.Rs.125/-) Min.Rs.125/- + Rs.35/-	Yes Yes	(PL -138)

<p>3. [A] [B]</p>	<p><u>TERM DEPOSITS :</u> Issue of duplicate Receipt.(Per Receipt.) (To be issued in the form of certificate) Default of RD A/c instalments (monthly per Rs.100/-)</p>	<p>Rs.25/- Rs.2/-</p>	<p>Yes Yes</p>	<p>Bank Com. (PL -234)</p>
<p>4 [A]</p>	<p><u>LOANS & ADVANCES, CASH CREDIT & OTHER FORMS</u> <u>Supply of Application forms :</u> [I] Personal Loan [II] Business Loan [III] Vehicle Loan [IV] Housing Loan (SPGY) [V] Other Loan(Gold, NSC, KVP Etc.) up to Rs.10000/- Above Rs.10000/- [VI] Regular Membership [VII] Nominal Membership</p>	<p>Rs.50/- Rs.150/- Rs.150/- Rs.150/- Rs.50/- Rs.75/- Rs.25/- Rs.25/-</p>	<p>Yes Yes Yes Yes Yes Yes Yes</p>	<p>Other Income (PL-235)</p>

[B]	<p><u>Processing Charges</u></p> <p>1) Up to Rs.50,000/-</p> <p>2) Above Rs.50,000/- to Rs.5.00 Lacs</p> <p>3) Above Rs.5.00 lacs to Rs.30.00 Lacs</p> <p>4) Above Rs.30.00 Lacs</p> <p><u>For SPGY Loans:</u></p> <p>i) Up to Rs.5.00 lakh</p> <p>ii) Above Rs. 5.00 lakh & up to Rs.10.00 lakh.</p> <p>iii) Above Rs.10.00 lakh up to 25 lakh</p> <p>iv) Above Rs.25.00 lakh up to 50 lakh</p> <p>v) Above Rs.50.00 lakh up to 70 lakh</p> <p>vi) Above Rs.70.00 lakh</p> <p><u>For Gold Loan :</u></p> <p>(a) Up to Rs.25000/-</p> <p>(b) Above Rs.25001/-</p> <p>(Note: While renewal of clean O.D., C.C., Charge Processing Fee)</p>	<p>Rs.500/-</p> <p>Rs.500/-+ 0.50% of above Rs.50,000/-</p> <p>Rs.2500/- +0.30% of above Rs.5.00 lakh</p> <p>MaxRs.10000/-</p> <p>Rs.2,500/-</p> <p>Rs.3,500/-</p> <p>Rs. 5,000/-</p> <p>Rs. 7,500/-</p> <p>Rs.10,000/-</p> <p>Rs.15,000/-</p> <p>Rs.50/-</p> <p>Rs.100/-</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Proc.Charges. (PL-237)</p>
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[C]	Late Submission of Stock Statement (for CC & Term Loan) : <ol style="list-style-type: none"> 1. Up to Rs.1.00 Lacs 2. Rs.1.00 Lacs to Rs.5.00Lacs 3. Rs.5.00 Lacs to Rs.10.00 Lacs 4. Above Rs.10.00 Lacs 	Rs.100/- Rs.200/- Rs.300/- Rs.400/-	Yes Yes Yes Yes	Other Income (PL-235)
[D]	<u>Notice of Defaulters</u> : <ol style="list-style-type: none"> 1) For Surety Loan / Legal Notices <ol style="list-style-type: none"> a) First Notice b) Second Notice c) Third Notice (Above charges are system auto generated) 2) Other Loan Notices / Legal Notices <ol style="list-style-type: none"> a) First Notice b) Second Notice c)Third Notice (Above charges are system auto generated) 3) Case File Charges (for All Loans) 	Rs. 75/-+ Postage Rs.125/- + Postage Rs.275/- + Postage Rs.125/- +Postage Rs.275/-+ Postage Rs.375/-+ Postage Rs.200/-+ Actual Exp.	Yes. Yes Yes Yes Yes	Other Income (PL-235)
[E]	Visit Charges (Inspection & Recovery) : <ol style="list-style-type: none"> 1) Surety Loan, Loans U/S -49 2) Vehicle Loan 3) Business Loan <ol style="list-style-type: none"> a) Up to Rs.1.00 Lac b) Rs.1.00 Lacs to Rs.2.00 Lacs 	Rs.100/- Per Visit Rs.250/- Per Visit Rs.150/- Per visit Rs.250/- Per visit	Yes Yes Yes Yes	Visit Charges. PL-242

	c) Rs.2.00 Lacs to Rs.5.00 Lacs	Rs.500/- Per Visit	Yes	
	d) Above Rs.5.00 Lacs	Rs.750/- Per Visit	Yes	
	4)Other Loans	Rs.100/- Per Visit	Yes	
	5) Visit Out of Mumbai	Actual Exp.	Yes	
[F]	<u>VEHICLE ETC. :</u> [I] Issue of N.O.C. to R.T.O. per vehicle [II] <u>Seizing Charges :</u> a) Light Motor Vehicle:-Car, Jeep, Tempo Etc. b) Heavy Vehicle :- Truck, Bus, Etc c) Out of Mumbai	Rs.100/- Rs.500/- + Towing Charges (If Vehicle in dead Cond.) Rs.1000/- + Towing Charges (If Vehicle in dead Cond.) Rs.1500/- + Actual Exp.	Yes Yes Yes	Other Income (PL-235)
[G]	<u>GOLD VALUATION CHARGES (Payable to Goldsmith):</u> (As per BOD meeting Sanct. dt.15.01.2021 applicable from 18.01.2021)	0.40% of Loan Sanction but Max.Rs.400/-	Yes	Other Income (PL-235)
[H]	<u>ENCASHMENT OF NSC/KVP ETC.(By Bank Only):</u>	Rs.25/- per Cert.+ Traveling exp.	Yes	Other Income (PL-235)
[I]	<u>ASSIGNMENT OF NSC/KVP ETC :</u>	Rs.25/- per Cert.+ Traveling exp.	Yes	Other Income (PL-235)
[J]	<u>TRADE CERTIFICATE :</u> For All Types of Vehicles (to be shown as other Income)	Rs.200/-	Yes	Other Income (PL-235)

[K]	Temporary Over Draft (After approval of H.O.)	18% Int.	N.A.	Bank Com. (PL-234)
[L]	Non-Display of Bank Name board in business /office /factory premises/on machinery/ on vehicle (When noticed during visit to concerned parties)	Rs.200/-	N.A.	Other Income (PL-235)
(M)	<u>Recovery of Surcharge:</u> i)After obtaining Recovery Cert. or Hukumnama ii)Property forfeited but before Auction iii) After Auction.	0.50% 0.75% 1.50%	NA NA NA	ABNR A/C
[N]	<u>BANK GUARANTEE :</u> Fully Secured (100 % against Fixed deposit) (Also recover charge of claim period)	1% per year & Minimum Rs.500/-	Yes	Bank Com. (PL-234)
5.	<u>SOLVANCY CERTIFICATE :</u> a) Up to Rs.1.00 Lacs b) Rs.1.00 Lacs to Rs.10.00 Lacs c) Above Rs.10.00 Lacs	Rs.100/- Rs.200/- Per Lacs Rs.2000/-	Yes Yes Yes	Other Income (PL-235)

6	<p>(A) Outstation Cheques Sent for Collection :- 1) Up to Rs.500/- 2) Rs.501/- to Rs.1000/- 3) Rs.1001/- to Rs.5000/- 4) Rs.5001/- to Rs.10000/- 5) Above Rs.10001/-</p> <p>(B) Outstation Bills Sent for Collection:- 1) Up to Rs.500/- 2) Rs.501/- to Rs.1000/- 3) Rs.1001/- to Rs.5000/- 4) Rs.5001/- to Rs.10000/- 5) Above Rs.10001/-</p> <p>(C) Outstation Bills / Cheques Received for Payment:- 1) Up to Rs.10000/- 2) Rs.10001/- to Rs.1.00 Lacs 3) Above Rs.1.00 Lacs</p>	<p>Rs.15/- + Postage Rs.25/- +Postage Rs.45/-+Postage Rs.55/-+Postage Per thousand Rs.5/- + Postages (Maximum Rs.5000/-)</p> <p>Rs.15/-+ Postage Rs,35/-+ Postage Rs.55/-+Postate Rs.65/-+ Postage</p> <p>Per thousand Rs.5/- +Postage</p> <p>Rs.25/- +Postage Rs.50/- +Postage Rs.100/- +Postage</p>	<p>Yes Yes Yes Yes Yes</p> <p>Yes Yes Yes Yes Yes</p> <p>Yes Yes Yes</p>	<p>Bank Com. (PL-234)</p> <p>Bank Com. (PL-234)</p> <p>Bank Com. (PL-234)</p>
7.	<p><u>PAY ORDERS ETC.</u></p> <p>[A] ISSUE OF PAY ORDERS.</p> <p>1. Up to Rs.500/-</p> <p>2. Rs.501/-to Rs.1,000/-</p> <p>3. Rs.1,001/- to Rs.5,000/-</p>	<p>Rs.10/-</p> <p>Rs.20/-</p> <p>Rs.30/-</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	

	<p>4. Rs.5,001/- to Rs.10,000/-</p> <p>5. Rs.10,001/-to Rs.1 Lac.</p> <p>6. Rs.100001/- to Rs.2 Lacs.</p> <p>7. Rs.200001/- to Rs.10 Lacs.</p> <p>8. Above Rs.10.00 Lacs</p> <p>[B] 1. Revalidation of pay order within one year from date of issue. 2. Cancellation of Pay order. 3. Issued of Duplicate Pay Order 4. Stop Payment</p>	<p>Rs.40/- Per thousand Rs.2/- Maximum Rs.200/-</p> <p>Per thousand Rs.2/- Maximum Rs.400/</p> <p>Per thousand Rs.2/- Max. Rs.2000/-</p> <p>Max.Rs.2500/-</p> <p>Rs.25/- Rs.25/- Rs.100/- Rs.50/-</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Bank Com. (PL-234)</p>
8	<p><u>SAFE DEPOSIT LOCKERS</u></p> <p>[A] OPENING OF LOCKERS. (A) Key Deposit</p>	<p>Rs.5000/- for New Locker only</p>	<p>N.A.</p>	<p>N.A.</p>
	<p>(B) Service Charges (While Allotment of Locker) Form Fee</p>	<p>Rs.25/-+ Actual Stamping Chares</p>	<p>Yes</p>	<p>Other Income (PL-235)</p>

	<p>(C) Locker Rent Per Year</p> <p>i) Small</p> <p>ii) Medium</p> <p>iii) Big</p> <p>iv) Big (Various size)</p> <p>(Recover Yearly Locker Rent in April Month)</p>	<p>Rs. 500/</p> <p>Rs.1000/-</p> <p>Rs.1500/-</p> <p>Rs. 2000/-</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Locker Rent (PL-239)</p>
	<p>[D] <u>Locker operation charges</u> Br.Names:- (GDD, GKW, VKH, THN, MAW, VAT, KAE, CHE, NPL, KHR, CHW, KRD)</p> <p>Monthly Charges:- a)In a month for first 4 times In a month above 4 times b)For Co-op.Credit Societies In a month for first 10 times In a month above 10 times</p> <p>(Sanction in BOD Meeting dated 04.02.2022)</p>	<p>No Charges Per time Rs.20/-</p> <p>No Charges Per time Rs.20/-</p>	<p>Yes</p> <p>Yes</p>	
	<p>[D] BREAK OPEN OF LOCKER IN CASE OF LOSS OF KEY / NON PAYMENT OF RENT. Note:-The Branch Should immediately write to the locker mfg. company for replacement of lock & key and the new key should be given to the new allotted in a company sealed pack.</p>	<p>Rs.200/-+ Com. Actual Exp.</p>	<p>Yes</p>	<p>Other Income (PL-235)</p>

<p>9.</p>	<p><u>Outward:-RTGS /NEFT Money Transfer Processing Charges</u></p> <p><u>A) For RTGS Outward:</u></p> <p style="padding-left: 40px;">a)Above Rs.2.00 lakhs to Rs.5.00 Lakhs b)Above Rs.5.00 lakhs</p> <p style="padding-left: 40px;"><u>RTGS inward</u> – Free i.e. No charges to be levied.</p> <p><u>B) For NEFT Outward:</u></p> <p style="padding-left: 40px;">a) Up to Rs.10,000/- b) Above Rs.10,000/- to Rs.1.00 Lakh. c) Above Rs.1.00 Lakh to Rs.2.00 Lakh d) Above Rs.2.00 Lakh</p> <p style="padding-left: 40px;"><u>NEFT inward</u> – Free i.e. No charges to be levied.</p> <p style="padding-left: 40px;">(Above Charges are applicable from 18.10.2023)</p>	<p style="text-align: center;">Rs.25.00 Rs.50.00</p> <p style="text-align: center;">Rs.05.00 Rs.10.00 Rs.15.00 As per RTGS Cha.</p>	<p style="text-align: center;">Yes Yes</p> <p style="text-align: center;">Yes Yes Yes Yes</p>	
<p>10.</p>	<p><u>ATM Charges:-</u></p> <p>Only for customers, Annual Charges (Not applicable to bank staff) This charges will be applied by H.O. I.T. Dept.</p>	<p style="text-align: center;">Rs.100/-</p>	<p style="text-align: center;">Yes</p>	

11.	<u>SMS Charges:- (Quarter Basis)</u> A) For SB Accounts B) For Current Accounts (Not applicable to bank staff) This charges will be applied by H.O. I.T. Dept.	Rs.10/- Rs.20/-	Yes Yes	
12.	<u>GENERAL</u> 1) Issue of any other certificate by Bank. Certificate for interest on term deposit / Saving A/c or Balance certificate (First certificate free) Next certificate 2) Stop payment Instructions. (All A/c's with cheque book facilities) 3) ACH-Dr return mandate registration for debit cleg. 4) Sign. Verification. In case of outsiders 5) Charges to be collected for the loss of Tokan (All A/c's) 6).Issue of duplicate Rupay Debit Card (Each Card) 7) Issue of duplicate Share Certificate (for each cert.) 8) Fate Enquiry a) Saving A/c. b) Current A/c 9). Member Entrance Fees a) A Class Member b) Nominal Member	Rs.20/-Per Cert Rs.50/- Per Chq. Rs.100/- Per mandate Rs.50/- Rs.200/-Per Token Rs.50/- Rs.25/- Rs.25/- Rs.50/- Rs.100/- Rs.100/-	Yes Yes Yes Yes Yes Yes Yes No No	Other Income (PL-235) Bank Com. (PL-234) Other Income (PL-235) Entrance. Fee. (ENFEE)
13	<u>CREDIT REPORT OF A PARTICULAR CUSTOMER PRIVATE & CONFIDENTIAL (For Other Bank's)</u>	Rs.50/-Per Cert.	Yes	Other Income. (PL-235)

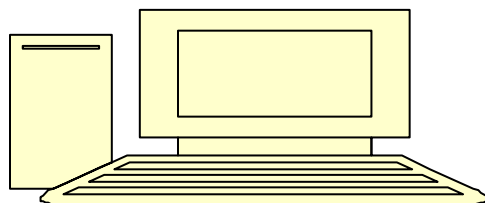
This manual incorporate all the Changes/ addition / deletion wherever applicable. All other points are same.

Asst. General Manager Dy.General Manager General Manager Chief Executive Officer

Approved :-

Board Resolution No:- 09

Board Meeting date: - 13.10.2023



THE SATARA SAHAKARI BANK LTD., MUMBAI
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Wadala, Mumbai-400 031.
Tel No. 2412 4743 / 2414 6371 Fax. 2418 3319

Deposits & Advances Interest rates at Quick Glance

Int. Rates on Deposits (From 05.09.2023)		Int. Rates on Loans & Advances (From 01.01.2022)	
1) Current Account	Nil	1) Surety Loan / Overdraft (Clean)	16.00%
2) Saving Bank Account	3.00%	2) Secured Loan U/s 49	14.00%
3) Daily Deposit Account (Vashi Br.)	2.50%	3) House Repairs / Renovation	11.00%
4) Term Deposits :		4) Loan against NSC/KVP	10.00%
a) 07 days to 45 days	3.00%	5) Term Loans :	
b) 46 days to 179 days	4.50%	a) Up to 84 Months	11.00%
c) 180 days to 210 days	5.25%	b) Above 84 Months up to 120 Months	12.00%
c) 211 days to below 1 year	5.75%	6) Cash Credit :	
d) 1 year to below 2 year	6.80%	a) If Regd. Mortgage	11.00%
e) 2 year to below 3 year	7.00%	b) Against Bal. Stock in business	12.00%
f) 3 year to below 5 year	6.50%	7) E.M.I. Vehicle Loans	09.00%
g) 5 years to upto 10 years	6.50%	8) E.M.I. (SPGY)	09.00%
		9) Gold Loan (Bullet Payment)	10.00%
		(No Gold loans sanction above Rs.2 Lakh)	
		10) Loan against deposits:-	
		i) Against self deposit :- Deposit Int. Rate + 1% excess	
		ii) Against Third Party Deposit :- Deposit Int. Rate + 1.5% excess	
For Sr. Citizens above 60 years, & Bulk Deposit of Rs.15 Lacs & above (Single Receipt FD) 0.50% extra			