



Bank of  
Melbourne

# Business Credit Facilities.

Fees and Charges for specific  
services and loan accounts.

Effective date: 24 May 2024.



## You've got questions? We've got time to talk.



Give us a call on **13 82 66**  
8.00am to 6.00pm  
Monday to Saturday



Pop into a **branch near you**



Visit [bankofmelbourne.com.au](https://bankofmelbourne.com.au)

### Accessibility support.

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Visit [bankofmelbourne.com.au/accessibility](https://bankofmelbourne.com.au/accessibility) for further information on our accessible products and services for people with disability.

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 **Bank of Melbourne**

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# Your guide to Business Customers' loan accounts Fees and Charges.

This booklet sets out the Fees and Charges which may apply to your Bank of Melbourne facilities and products made available to you. Fees and Charges listed in this booklet are current as at the date of this booklet but may change from time to time. We will notify you of changes to these Fees and Charges as required under the terms and conditions of the facility/product and as required by law and any applicable codes.

Fees and Charges listed in this booklet represent the standard Fees and Charges and where a different fee is applicable this will be set out in the finance offer or loan offer we give you (your Facility Offer).

Nearly all financial services provided by the Bank will be "input taxed" under GST. This means that GST of 10% will not be added to the Fee or Charge for that service. There are a few services provided by the Bank which will be subject to GST of 10%. Fees and Charges which include GST are identified in this booklet.

Please note Transaction Charges and Account-Keeping Fees may apply to the account on which a Commercial Overdraft, Commercial Line of Credit or Business Maximiser (No longer offered) is applied and to the Visa Cheque Account. For details of these charges please refer to the Business Accounts and Payment Services Fees and Charges and How to Minimise Them booklet.

For further information on Fees and Charges, please contact your Relationship Manager, Business Banking Manager or call 13 82 66.

# 1. Business Finance Facility Fees.

(Excludes Visa Cheque Account and Business Credit Card Facilities.)

## Lending Establishment Fees.

Loan Type	Amount
Business Loan – Fixed or Variable	As set out in your Facility Offer
Bank Bill Business Loan	
Business Maximiser (No longer offered)*	
Commercial Loan – Fixed or Variable (No longer offered)	
Commercial Line of Credit (No longer offered)	
Commercial Overdraft	
Bill Acceptance	
Fixed Interest in Advance (No longer offered)	
Bank Guarantee	
Construction Loan (No longer offered)	
All Other Facilities	

## Line Fees.

Loan Type	Amount
Commercial Overdraft	As set out in your Facility Offer
All Other Facilities	

## Account-Keeping Fees.

Loan Type	Amount
Commercial Overdraft	As set out in your Facility Offer

## Service Charges.

Loan Type	Amount
Business Loan – Fixed or Variable	As set out in your Facility Offer
Commercial Loan – Fixed or Variable (no longer offered)	
Fixed Interest in Advance (No longer offered)	
Construction Loan <sup>#</sup>	

## Loan Account Fees.

Loan Type	Amount
Business Maximiser (No longer offered)*	As set out in your Facility Offer
Commercial Line of Credit (no longer offered)	

Service Charges, Loan Account Fees and Account-Keeping Fees are payable monthly in arrears except for Fixed Interest in Advance facilities (No longer offered) where Service Charges are paid in advance for the period interest is paid in advance.

# For accounts opened from 8 December 2006.

\* Must be fully secured by residential property.

## 2. Other Business Facility Fees.

(Excludes Visa Cheque Account and Business Credit Card Facilities.)

Fee Type	Amount
Early Repayment Administration Fee* (charged when a principal repayment, other than the standard repayment, is made to a fixed-rate loan. Break costs may also apply)	\$200.00 per repayment
Discharge Settlement Fee	\$250.00 per security
Rollover Fee (Fixed Rate Loans only)	Available on application
Preparation/Roll Over (Bill Acceptance/Discount Facility [fixed and floating])	Available on application
Acceptance Fee (Bill Acceptance/Discount Facility only)	Subject to negotiation – will be set out in your Facility Offer

Government and third-party fees and charges will be passed through directly for payment in accordance with the terms of the account, including document registration, valuation, search fees, solicitors' costs where the bank instructs a solicitor and other related charges.

The fees detailed are the Bank's minimum charges and will vary depending on transaction complexity. Variations to these charges will be set out in your Facility Offer or Facilities Amendment document.

\* For accounts opened after 1 February 2001.

## Bank Guarantee Fees.

Fee Type	Amount
Guarantee Fee (payable once only on the day we issue the Bank Guarantee)	As set out in your Facility Offer
Issue Fee (ongoing fee, payable in advance)	

## 3. Consumer Lending Facility Fees.

(Applicable to existing Visa Cheque Accounts and Visa Cheque Account with an Overdraft Facility (VCA).

### Facility Fees.

Fee Type	Amount
Lending Establishment Fee	\$260.00 per security property
Account-Keeping Fee	\$8.00 per month
Renegotiation Fee (payable when you request us to rearrange your facility including when you request a substitution of security)	\$200.00 per renegotiation

Please note transaction Fees and Charges will also apply to VCA. For details of these charges, please refer to the Business Accounts and Payment Services Fees and Charges and how to minimise them.

### Security Fees.

Fee Type	Amount
Loan Discharge Fee (including partial discharge)	\$175.00 per loan discharge
Perusal of Trust Documents	\$120.00 per perusal



## 4. Trade Finance Fees\*

Fee Type	Amount
Documentary Import Letters of Credit (Letters of Credit Facility)	
Establishment Fee (per charging periods#)	0.375% of maximum contingent liability (minimum \$100.00)
Amendment Fee (increase in amount, extension of expiry date past 6 months from original issuance date)	0.375% of face value (minimum \$100.00)
Amendment Fee (no value change/extension)	\$60.00
Discrepancy Fee	\$60.00
Acceptance Commission	1.50% p.a. of face value (minimum \$75.00)
Drawing Fee (1-3 drawings)	Free
Drawing Fee (4 <sup>th</sup> and subsequent drawings)	0.25% of amount drawn (minimum \$50.00, maximum \$500.00)
Reimbursement	USD65.00
<b>Import Documentary Collection</b>	
Handling Fee	0.25% of face value (minimum \$65.00, maximum \$600.00)
Extension Fee	\$65.00
Dishonour Fee (collected on advice of dishonour)^	\$65.00
Shipping guarantees/airway bill release	Confirmed at application (minimum \$50.00)
Additional Correspondence/ Tracer Fee	Per item \$20.00
Re-Presentation Fee	\$50.00
Documents Released Free of Payment	Per set of documents \$75.00
Avalisation Fee	0.125% of face value per month, minimum \$100.00
Postage – Local	\$5.00
Courier	\$30.00

\* Additional Out-of-pocket expenses such as Telecommunication messages, overseas bank charges, telegraphic transfer, courier costs etc. may also be payable. These fees will vary and will be advised on an individual transaction basis.

# A "charging period" is each period of 180 days or part thereof.

^ Legal fees separate.

Fee Type	Amount
<b>Export Documentary Collection/Negotiation</b>	
Handling Fee	0.20% of face value (minimum \$65.00)
Extension Fee	\$65.00
Dishonour Fee (in addition to handling fee)	\$65.00
Additional Correspondence/ Tracer Fee	Per item \$20.00
Avalised funding	On application
Courier Charges Apply	
Negotiation Fee	0.20% of face value (minimum \$65.00)
<b>Export Documentary Letter of Credit (DLC)</b>	
Negotiation Commission	0.20% of face value (minimum \$75.00)
Assignment of Proceeds	\$100.00
Extension/Re-presentation	\$65.00
Advising Fee – Electronic delivery – Fax/Manual delivery	Free \$100.00 (Refundable if negotiated through Bank of Melbourne)
Confirmation Fee	On application
Document Pre-Read/ Re-Examination Fee	Per read \$50.00
Document Released Free of Payment	Per set \$80.00
<b>Transferable Credit</b>	
Transfer	0.40% of maximum transfer liability (minimum \$250.00)
On Presentation under Head Credit	0.20% of face value (minimum \$100.00)

Fee Type	Amount
<b>Trade Guarantees and Standby Letters of Credit</b>	
Establishment Fee	2.50% per annum of face value subject to negotiation with Trade Finance product specialists (minimum \$250)
Amendments (non value changes)	\$50.00 per amendment
<b>Trade Refinance Facility/Post-Shipment Finance Facility/ Pre-Shipment Finance Facility</b>	
Establishment Fee	\$50.00 per establishment
Extension/Rollover Fee	\$50.00 per rollover
Prepayment Fee (subject to approval and Break Costs)**	\$50.00 per prepayment
<b>Post-Shipment Finance (Insured Receivables) Facility</b> (If export on open account terms)	
Establishment Fee	\$80.00 per establishment
Extension/Rollover Fee	\$80.00 per rollover
Prepayment Fee (subject to approval and Break Costs)**	\$50.00 per prepayment

\*\* No charge if prepaid within 10 days of loan maturity.

## 5. Commercial Credit Card Facility Fees.

### Corporate Mastercard® Fees.

Fee Type	Amount
<b>Annual Service Fee (per card per annum)</b>	
Statement Reporting <sup>~</sup>	\$55.00
Mastercard Online ("Silver") <sup>#</sup>	\$75.00
Mastercard Connections Online <sup>^</sup>	\$95.00
<b>Establishment Fee/Limit Increase Fee</b>	
Per Company	\$300.00
<b>Training and Support Fee</b>	
Mastercard Connections Online Training and Support (first hour free)	\$100.00 per hour
<b>Cash Advance Fee</b>	
For each cash amount (cash advance amount) withdrawn or advanced on, and all transfers (including, without limitation, ATMs and transfers by Internet Banking or Phone Banking), from your credit card account.	3% of the cash advance amount per cash advance

Mastercard® is a registered trademark of Mastercard International Incorporated.

<sup>~</sup> Previously referred to as "Bronze".

<sup>#</sup> Only applies to Corporate Mastercard accounts opened before 14 March 2011.

<sup>^</sup> Previously referred to as Mastercard Online ("Gold").

Fee Type	Amount
<b>Other Fees</b>	
Missed Payment Fee	\$0.00 per missed payment
Card replacement (within Australia)	Free
Card replacement (outside Australia)	Free (courier costs may apply)
Emergency/Urgent card replacement within Australia	Free (courier costs may apply)
Copy of a sales voucher	\$10.50
Copy of a deposit or withdrawal form	\$15.00
<b>Overlimit Fees</b>	
Payable if a transaction is made for an amount exceeding the available credit at the date the transaction is debited to your credit card account	\$0.00 once per statement period
<b>International Mastercard® Transactions</b>	
Foreign currency conversion fee on each foreign currency transaction amount Mastercard processes	3% of the foreign currency transaction

## Important.

Should you lose your card, please immediately notify the 24-hour Card Service Centre on 1800 772 266 – 7 days a week (free call) +61 3 8536 7870 (from overseas).

For General Customer enquiries, please call from 8am to 6pm (EST), Monday to Friday on 13 82 66 or +61 3 8536 7870 (from overseas).

## Disputes.

If your complaint is not immediately resolved to your satisfaction, contact:

Senior Manager, Customer Relations  
Locked Bag 20037  
Melbourne VIC 3001

Phone: 13 22 66

If you are not satisfied with our response, you may be able to lodge a complaint with the Australian Financial Complaints Authority (AFCA).

### **AFCA's contact details are:**

**Online:** [www.afca.org.au](http://www.afca.org.au)

**Email:** [info@afca.org.au](mailto:info@afca.org.au)

**Phone:** 1800 931 678 (free call)

**Mail:** Australian Financial Complaints Authority  
GPO Box 3  
Melbourne VIC 3001

Please note all amounts stated in this brochure are in Australian dollars, unless otherwise noted.





Bank of  
Melbourne

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*Bank of Melbourne acknowledges the Traditional Owners as the custodians of this land, recognising their connection to land, waters and community. We pay our respects to Australia's First Peoples, and to their Elders, past and present.*

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