

# NEW BANKING TERMS AND CONDITIONS APPLICABLE TO TRANSACTIONS OF COMPANIES, PROFESSIONALS, AND ASSOCIATIONS AS FROM 1<sup>st</sup> JULY 2022

Amounts here in are provided both exclusive and inclusive of tax. Société Générale Cameroun will deduct relevant taxes and duties on behalf of the State of Cameroon at the official rates in force.  
For any claims please contact our quality department : [departement.qualite@socgen.com](mailto:departement.qualite@socgen.com)

PRODUCTS AND SERVICES	RATES		REMARKS	
	(CFA, tax exclusive)	(CFA, tax inclusive)		
<b>I. ACCOUNT OPENING</b>				
<b>1- CURRENT ACCOUNT</b>				
Minimum opening deposit for associations .....	150 000			
Minimum opening deposit for establishments .....	150 000			
Minimum opening deposit for LLCs .....	250 000			
Minimum opening deposit for PLCs .....	250 000			
<b>2- TERM DEPOSIT</b>				
Minimum capital .....	500 000		Rate applied according to market conditions	
<b>3- BUSINESS INVESTMENT ACCOUNT</b>				
Minimum capital .....	150 000		Rate of 2,45% applied up to CFA 5,000,000, and of 1% above 5 million	
<b>II. ACCOUNT MAINTENANCE AND STATEMENTS</b>				
Account maintenance fee - Associations only .....	10 000	11 925	Per quarter	
Account maintenance fee - All other types of entities .....	30 000	35 775	Per quarter	
Commission on transaction .....	0,025% - 0,10%	0,030% - 0,12%	According to our internal classification of corporation	
Commission on highest overdraft amount .....	0,125% - 0,50%	0,149% - 0,60%	According to our internal classification of corporation	
Interest rate applicable for exceeding authorised limit .....	Overdraft rate (tax excl.) + 2 %	0	Within the limits of the loan rates in force	
Charges for posting accepted in excess of authorised overdraft or unavailable funds (forcing) .....	2 000	2 385	New	
Unfounded claim fee .....	5 000 excl. tax	5 965 incl. tax	New	
Power of attorney and proxy fee .....	5 000 incl. tax	5 965 incl. tax	New	
<b>III. DOMESTIC BANK TRANSACTIONS</b>				
<b>1- CASH TRANSACTIONS</b>				
Issuance of cash withdrawal forms to account holder at the counter .....	Free of charge			
Cash deposit in a Société Générale Cameroun branch .....	Free of charge			
In-branch cash withdrawal from a chequing account .....	Free of charge			
Cash withdrawal from an out-of-town SG Cameroun branch (out-of-town withdrawal) .....	6 000	7 155		
Withdrawal of available sum: Customer - "Out-of-town" .....	6 000	7 155		
- "In-branch" .....	6 000	7 155		
Withdrawal of available sum: Non-Customer .....	20 000	23 850		
<b>2- CHEQUE TRANSACTIONS</b>				
Issuance and renewal of cheque book (at branch) .....	Free of charge			
Payment via cheque .....	Free of charge			
Cheque cashing : at our counter .....	Free of charge			
Cheque cashing : another bank .....	Free of charge			
<b>2.a. Cashing of non-standardised cheques</b>				
Cashing of non-standardised cheque from another bank .....	9 500	10 136		
Notice of outcome on demand (Cashing of non-standardised cheque from another bank)				
By fax or mail in Cameroon .....	4 000	4 770		
By registered mail/by courier in Cameroon .....	6 000	7 155		
<b>2.b. Certified and bank cheques</b>				
Issuance of bank cheque .....	4 000	4 770		
Issuance of certified cheque .....	5 000	5 963		
Cancellation of bank cheque or certified cheque .....	5 000	5 963		
Verification of confirmed cheque .....	1 000	1 193		
<b>2.c. Cheque cancellation</b>				
Opening of cheque cancellation request .....	10 000	11 925		
Closure and Refund of any provisions upon cheque cancellation .....	4 000	4 770		
Surcharge per indivisible year of follow-up on cheque cancellation .....	4 000	4 770		
<b>2.d. Unpaid on cheques</b>				
unpaid cheque: charges borne by account holder (excl. charges of other bank) .....	30 000	35 775		
unpaid cheque: charges borne by remitter (excl. charges of other bank) .....	0	0		
Legal notice (excl. charges of other bank) .....	15 000	17 888		
<b>2.e. Automatic balancing</b>				
Automatic balancing (commission and management fees) .....	20 000	23 850	Per account and per quarter	
<b>2.f. Voucher cheques</b>				
Order for voucher cheques .....			New service	
			Contact your Adviser	
<b>3- INSTRUMENT-RELATED TRANSACTIONS</b>				
Instrument payment .....	Free of charge			
Fees set per draft (excl. notice of outcome) .....	12 000	14 310		
Acceptance if not accepted (excl. charges of other bank) .....	4 000	4 770		
Extension, claim on instrument (excl. charges of other bank) .....	15 000	17 888		
Safekeeping fee .....	3 500	4 174		
Domiciliation of non-notified instruments .....	5 000	5 963		
Notice of outcome upon request				
By fax or mail .....	5 000	5 963		
By registered mail .....	7 000	7 155		
<b>3.a. Instrument cancellation</b>				
Opening of instrument deposition cancellation request .....	10 000	11 925		
Closure and Refund of any provisions upon instrument cancellation .....	4 000	4 770		
Surcharge per indivisible year of follow-up on instrument cancellation .....	4 000	4 770		
<b>3.b. Unpaid instruments</b>				
Unpaid instrument: charges borne by account holder (excl. charges of other bank) .....	25 000	29 813		
Unpaid instrument: charges borne by remitter (excl. charges of other bank) .....	8 500	10 136		
Legal notice (excl. charges of other bank) .....	15 000	17 888		
<b>4- TRANSFER TRANSACTIONS</b>				
Transfer received .....	Free of charge			
Simple paper transfer from same Société Générale Cameroun account holder to Société Générale Cameroun	Free of charge			
Simple paper transfer from another Société Générale Cameroun account holder to Société Générale Cameroun	6 000	7 155		
Simple paper transfer to another bank .....	6 000	7 155		
Paper transfer for DGI taxes .....	500 - 10 000	596 - 11 925		
DGI tax attestation (following paper transfer for taxes) .....	10 000	11 925	Deduction upon request of attestation	
DGI tax attestation (following electronic transfer) .....	5 000	5 963	Deduction upon request of attestation	
Multiple paper transfer to another bank and Société Générale Cameroun .....	2 000 per line	2 385	Over CFA 11,925 (tax incl.) per voucher	
SYGMA paper transfer (amount > XAF 100 million) .....	25 000	29 813		
Electronic transfer (account of the same bank) .....	0	0		
Electronic transfer towards other bank .....	450	537		
Electronic transfer via CDROM or USB stick .....	1 000	1 193	Plus CFA 5,963 per CD ROM/USB key	
SYGMA electronic transfer (amount > XAF 100 million) .....	5 000	5 963		
Electronic SYSTAC transfer via CDROM or USB stick .....	5 000	5 963	Plus CFA 5,963 per CD ROM/USB key	
<b>4/a. Permanent transfers</b>				
Setting up .....	5000	5963		
Modification .....	5000	5963		
Suppression .....	5000	597		
Processing the permanent transfer(out off port and confirve in addition) .....	500	597		
Cancel if (3) consecutives is rejected .....	10000	11925		
Rejection fees for non provision .....	500	597		
Transfer fees issued and rejected .....				

PRODUCTS AND SERVICES	RATES		REMARKS
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<b>4.b. Letter of credit : authorisation for payment at other counter</b>			
Setting-up and extension .....	30 000	35 775	
Annual fee on authorisation for payment at other counter .....	2%	2,39%	
Per transaction of issuing counter .....	6 000	7 155	
Per transaction of paying counter .....	Free of charge		
<b>5- AUTOMATIC DEDUCTION TRANSACTIONS</b>			
Administrative fee .....	10 000	11 925	
Processing per line .....	500	596	
Unpaid deduction rejection charges (collecting entity) .....	1 700	2 027	
Unpaid deduction rejection charges (user/subscriber) Cancellation fee .....	1 700	2 027	
	5 000	5 963	User/subscriber who does not want to be debited
<b>IV. GLOBAL TRANSACTION BANKING (GTB) : E-BANKING, E-MONEY, FACTORING...</b>			
<b>1- MESSALIA PRO</b>	<b>2 500</b>	<b>2 981</b>	
<b>2- SOGEC@SHNET</b>			
PRO Version .....	12 000	14 310	Per month
CLASSIC Version .....	20 000	23 850	Per month
PREMIUM Version .....	29 000	34 583	Per month
Digipass .....	5 000	5 963	Per unit in excess of the number included in the subscription
<b>3- SOGESTEL EBICS</b>			
<b>4- SOGECASHWEB</b>	<b>50 000</b>	<b>59 625</b>	Per month
<b>5- MT940 SUBSCRIPTION</b>	<b>50 000</b>	<b>59 625</b>	Per month
<b>6- MT101 SUBSCRIPTION</b>	<b>50 000</b>	<b>59 625</b>	Per month
<b>7- DEBIT AND CREDIT CARDS : Subscriptions</b>	<b>10 000</b>	<b>11 925</b>	Per month
BUSINESS .....	84 000	100 170	
RELOADABLE .....	12 000	14 310	
- Manual top-up of reloadable card .....	0,50%	0,60%	Of the amount. By the card holder
- Electronic top-up of reloadable card .....	450	536	By the company
PROCUREMENT (e-Purchase Solution) .....	18 000	21 465	By the company
<b>8- DEBIT AND CREDIT CARDS : Other transactions</b>			
Cash withdrawal via bank card from Société Générale Cameroun ATMs .....	Free of charge		% of withdrawn amount with a minimum
Cash withdrawal via bank card from non-Société Générale Cameroun ATMs .....	0,5 %	0,59625%	
Payment to a business in Cameroon via bank card .....	Free of charge		% of withdrawn amount with a minimum
Payment to a business out of Cameroon via bank card .....	0,5% - min. of 1,000	0,59625%	of CFA 500 (tax excl.) or CFA 596 (tax incl.)
Cash withdrawal via bank card from another bank's ATM in Cameroon .....	3 000	3 578	
Card cancellation .....	8 000	9 540	
Card reissue .....	8 000	9 540	
Card destruction (failure to withdraw within 3 months after ordering...) .....	8 000	9 540	
Reissue of bank card secret code .....	12 000	14 310	
Search fee for a card transaction less than two years old .....	22 000	26 235	
Search fee for a card transaction over two years old .....	25 000	29 813	
Card misuse.....	5 000	5 963	
Fees for increased card limits.....	5 000	5 963	
Bank card ceiling settlement.....	5 000	5 963	
<b>9- ELECTRONIC PAYMENT TERMINAL (EPT)</b>			
Rental .....	25,000	29 813	Per month
Fee per Société Générale Cameroun card transaction .....	0,8%	0,10%	Transaction - Minimum of XAF 597 (tax incl.)
Fee per VISA/MASTERCARD transaction .....	2,5%	2,98%	Transaction - Minimum of XAF 597 (tax incl.)
Other charges: telecommunications, consumables, direct debit card, software update .....			Consult your customer service adviser
<b>10- FACTORING</b>			
Administrative fee .....	See Section VI - 1		
Factoring fee .....	On request		Consult your customer service adviser
Funding commission .....	On request		Consult your customer service adviser
<b>11- CASH-IN-TRANSIT</b>			
Internal transfer of cash without counting .....	On request		Consult your customer service adviser
Transfer of cash out of town .....	On request		Consult your customer service adviser
<b>V. OTHER TRANSACTIONS</b>			
<b>1- SAFE-DEPOSIT BOX RENTAL</b>			
Small-sized .....	65 000	65 588	Per year, on 1 January. Guarantee of CFA 300,000.
Medium-sized .....	85 000	89 438	Per year, on 1 January. Guarantee of CFA 300,000
Big-sized .....	135 000	149 063	Per year, on 1 January. Guarantee of CFA 300,000
<b>2- MAILBOX RENTAL</b>			
Small-sized .....	12 000	14 310	Per year, on 1 January. Guarantee of CFA 20,000
Big-sized.....	16 000	19 080	Per year, on 1 January. Guarantee of CFA 20,000
Mail post/surcharge as from 2nd account with the bank .....	3 000	3 578	
<b>3- ATTESTATIONS</b>			
Accounting and Audit Information/Confirmation .....	35 000	41 738	
Quarterly information on guarantees .....	20 000	23 850	Per guarantee and per quarter
Certificate of standing order .....	20 000	23 850	
Certification of funds .....	15 000	17 888	
Debt clearance certificate, attestation of non-indebtedness/indebtedness .....	15 000	17 888	
Attestation of account or bank statement .....	15 000	17 888	
Various attestations (and duplicates) .....	15 000	17 888	
Attestation of currency repatriation .....	5 000	5 963	
<b>4- SUCCESSIONS : Opening and administrative fee</b>			
Amounts of CFAF 1 million and below .....	20 000	23 850	
Amounts from CFAF 1,000,001 to CFAF 5 million .....	35 000	41 738	
Amounts from CFAF 5,000,001 to CFAF 10 million .....	75 000	89 438	
Amounts strictly above CFAF 10 million.....	175 000	208 688	
<b>5- SUCCESSIONS : Settlement (excluding external service providers)</b>			
Heirs .....	4%	4,77%	Minimum of CFA 17,888 (tax incl.)
Authentication fee .....	25 000-100 000	29 813 - 119 500	Depending on the jurisdiction
<b>6- GARNISHMENTS</b>			
Fixed fees for account seizure/Garnishee orders/ Requisitioning/ Freezing .....	50 000	59 625	
Right to information .....	50 000	59 625	
<b>7- MAILING FEES</b>			
Ordinary mail .....	4 000	4 770	
Registered mail/by courier in Cameroon .....	6 000	7 155	
Courier in Euro zone .....	10 000	11 925	
Courier in other zones .....	10 000	11 925	
DHL .....			According to DHL price list

PRODUCTS AND SERVICES	RATES		REMARKS
	(CFA, tax exclusive)	(CFA, tax inclusive)	
<b>8- BUSINESS INFORMATION</b>			
On Société Générale Cameroun .....	11 000	13 118	
On other banks in Cameroon .....	15 000	17 888	
On other banks abroad .....	21 000	25 043	
<b>9- PRINTING AND PHOTOCOPY</b>			
Printing of account statement upon request Photocopying of document .....	900 900	1 073 1 073	Per page Per page photocopied
<b>10- TRANSACTION SEARCHING IN STATEMENT OF ACCOUNT</b>			
Flat-rate search fee for a transaction less than two years old .....	12 000	14 310	
Flat-rate search fee for a transaction over two years old .....	22 000	26 235	
<b>11- OTHER CHARGES</b>			
Securities fees (actions) : .....	0,5%	0,596%	
Custodial fees for securities .....	0,2 - 0,4%	0,238 - 0,477%	
Other custodial fees (savings bonds, land titles...) .....	16 000	19 080	
Account closing fee .....	10 000	11 925	
Account re-opening fee .....	30 000	35 775	
Change of proxy (current account and savings account) .....	11 000	13 118	
Securities investment commission .....	0,6 - 0,8%	0,715 - 0,954%	
<b>VI. OPERATING LOANS (short-term)</b>			
<b>1- LOAN APPLICATION PROCESSING FEE</b>	<b>1%</b>	<b>1,1925%</b>	Minimum of CFA 149,062.5 (tax incl.) Maximum of CFA 5,962,500 (tax incl.)
<b>2- OVERDRAFT FACILITIES AND OTHER SHORT-TERM LOANS</b>			Bank prime rate (TBB) + Surcharge
Follow-up fees for sensitive files requiring close follow-up .....	50 000	59,625	Per quarter
<b>3- COMMERCIAL PAPER DISCOUNT</b>			Bank prime rate (TBB) + Surcharge Minimum number of days = 30 days
<b>4- CREDIT GUARANTEE (BONDS, GUARANTEES, GUARANTEED BONDS)</b>			Minimum number of days = 30 days
Establishment of deed of bond or guarantee, endorsement or extension .....	15 000	17 888	
Commitment fee (per quarter paid in advance) .....	2%	2 39%	
Commission on guarantee (per quarter paid in advance) .....	2%	2,39%	
Endorsement of instrument .....	10 000	11 925	
Full or partial release .....	10 000	11 925	
Statement of active bonds .....	10 000	11 925	Per year. Minimum charge of CFA 10,733 (tax incl.) Per year. Minimum charge of CFA 10,733 (tax incl.) Minimum number of days = 30 days 0,954%
<b>5- TAKING GUARANTEES</b>			
Personal surety, endorsements of a personal bond .....	15 000	17 888	
Saving account, term deposit or cash voucher guarantee .....	25 000	29 813	
Mortgage and property collateral in Cameroon (excluding notarial deeds) .....	25 000	29 813	
Mortgage and property collateral in other countries(excluding notarial deeds) .....	105 000	29 813	
Assurance Death/disability/accidents (Sogeaassur) .....	0,33%	0,39%	Per year of guaranteed capital
<b>VII. INVESTMENT LOANS (MEDIUM-TERM)</b>			
<b>1- LOAN APPLICATION PROCESSING FEE</b>	<b>2,0%</b>	<b>2,385%</b>	New - To be debited upon acceptance of the notification
<b>2- COMMITMENT FEE, collected quarterly and in advance</b>	<b>0,5%</b>	<b>0,60%</b>	
	25 000	29 813	Per instalment, in addition to late payment interest
	<b>0,5% incl. tax</b>	<b>0,60%</b>	New-to be debited every year on the anniversary date. Only for clients who subscribed to CMT
<b>VIII. SOGELEASE AND LONG -TERM LEASING (LTL)</b>			
Setting-up fee on tax-exclusive amount .....	1,0%	1,1925%	Minimum charge of CFA 596,250 (tax incl.)
End-of-contract fee .....	60 000	71 550	Plus CFA 35,775 (tax incl.) per vehicle/equipment funded
Premature assignment fee (% of purchase option) .....	2%	2,39%	Minimum charge of CFA 596,250 (tax incl.)
Fee on unpaid lease .....	30 000	35 775	Per rent, in addition to late payment interest (Contract rate + 2% of unpaid amount)
<b>IX. INTERNATIONAL BANK TRANSACTIONS</b>			
<b>1- TAX SLIPS (BDT)</b>			
Fixed fee per customer application .....	11 000	13 118	
Fixed fee per non-customer application .....	25,000	29 813	Minimum charge of CFA 5,963 (tax incl.)
Payment fee .....	0,15%	0,18%	
Fee for unpaid amounts on import BDT .....	25 000	29 813	
Payment of customs duties Outside the Import Verification Program (HPVI) .....	0,15%	0,18%	Minimum charge of CFA 5,963 (tax incl.)
<b>2- MANUAL FOREX TRANSACTIONS WITH BANKNOTES</b>	<b>Free of charge Variable</b>		
Sale of banknotes by customer .....	Variable		Where "D" is the date of negotiation at counter
Negotiation fee/OUT currency .....	Variable		Consult your customer service adviser
Negotiation fee/IN currency .....	Variable		Consult your customer service adviser
<b>3- DOMICILIATION OF INVOICES</b>			
Commission on invoice (import - export) .....	5 000	5 963	
Commission on export licence .....	6 000	7 155	
Import declaration .....	11 000	13 118	
Modification fee.....	11 000	13 118	
Charging fee .....	20 000	23 850	
Confirmation of Export invoices domiciliation .....	4 000	4 770	
(Payment through other bank on licence or taxation department [DI] - Société Générale Cameroun) .....			
<b>4- INTERNATIONAL WIRE TRANSFERS</b>			
<b>4.a. Incoming transfers</b>			
Foreign exchange fee - Other OUT currencies .....	≤3%	3,577%	
Non-customer handling fee (additional) .....	0,10%	0,12%	Where "D" is the transfer date. Minimum of CFA 13,118 (tax incl.)
Fee for issuance of cheque upon request (excl. postage and communication charges) .....	0,10%	0,12%	Minimum of CFA 11,000 (tax excl.). Maximum of CFA 119,250 (tax incl.)
Modification or cancellation of instruction .....	32 000	38 160	Minimum charge of CFA 13,118 (tax incl.)
Return to correspondent - order not applicable .....	32 000	38 160	Equivalent of EUR 58.20 (tax incl.)
Notice of outcome .....	32 000	38 160	Equivalent of EUR 58.20 (tax incl.)
i-Transfer .....	2 750	3 279	Equivalent of EUR 58.20 (tax incl.)
Authorisation for payment at other counter by trans..	Negotiable	Negotiable	Per transaction
Repatriation commission .....			

