



## CitiService News

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### In this issue

- Updates in the Table of Fees and Commissions
- Annual balance confirmation
- Information for users of Visa Business charge, guaranteed and debit cards, and of prepaid cards
- Amendment to the Banking Law
- Bank holidays in February and March 2016

## Updates in the Table of Fees and Commissions

Please be advised that on January 25, 2016 the updated Table of Fees and Commissions came into force at the Bank.

A new chapter entitled Credit Products has been added to the Table (Chapter 3).

Updates have also been introduced to certain prices from Chapter 2: Trade Finance and Commercial Banking.

The excerpt from the Bank's Table of Fees and Commissions is available on [www.citihandlowy.pl/strefaklienta](http://www.citihandlowy.pl/strefaklienta).

## Annual Balance Confirmation

The Annual Balance Confirmation documents were sent to you on January 13, 2016.

We kindly remind you about the requirement to sign and return a copy of the Annual Balance Confirmation document to the Bank within 14 days after its receipt to the following address:

Bank Handlowy w Warszawie S.A.  
Biuro Obsługi Rachunków Klientów Korporacyjnych  
ul. Goleszowska 6  
02-149 Warszawa

### Service Shortcuts



Excerpt from  
the Table of Fees  
and Commissions



Foreign Exchange  
Rates



CitiService News



Market Analyses



## Message to clients using CitiBank Visa Business charge, guaranteed, debit and prepaid cards

We wish to kindly inform you that changes have been made to the rules of settling foreign currency transactions made with Citibank VISA Business charge, guaranteed, debit and prepaid cards offered by Citi Handlowy.

Starting from 1 February 2016, consistently with the requirements of VISA payments organization, all transactions executed in a currency other than the currency of the card account will be converted at VISA's exchange rate directly to the currency of the card account.

Next, the Bank will charge a fee for executing a foreign exchange operation, equal to 4% of the transaction amount, consistently with the Table of Fees and Charges.

To date, VISA has been sending the request to the Bank to pay the funds in euros or US dollars, which the Bank converted into the currency of the card account. The exchange rate used to make the conversion also incorporated the fee of 4% of the transaction amount.

The amount of the fee charged for executing a foreign currency transaction can be checked using the **calculator available at: <https://www.visaeurope.com/making-payments/exchange-rates>**

- a) Select the settlement currency of your Visa card in the 'My Card Is In' field (PLN or another currency if your card is connected to a foreign currency account);
- b) Select the currency of a foreign currency transaction in the 'My Transaction Was In' field;
- c) Enter '4' in the 'Enter Bank Fee' field as the fee charged for executing a foreign currency transaction;
- d) Select the settlement date of the transaction in the 'Date Requested' field;
- e) Click the 'Calculate Exchange Rate' button to display VISA exchange rate for the selected currency.

Below please find additional information on the transaction settlement rules:

- A foreign transaction will be converted from the transaction currency into card's account currency at the exchange rate of VISA payments organization obtaining on the day on which VISA receives the transaction amount from the vendor (POS/ATM). The Bank has no control over the exchange rate date used to convert the transaction.
- The exchange rate used to convert the transaction amount may be the exchange rate obtaining on the execution date of the transaction. However, it is also possible that the foreign transaction will be converted at the exchange rate from another

day, depending on a number of factors such as the type of transaction (online/offline), longitude at which the transaction was executed (time differences), time of execution of the transaction and the transaction processing cut-off times.

- The actual posting of the transaction in the card account will take place promptly after the Bank receives the electronic documents confirming the transaction from the payments organization settling it but not later than within 14 days of the date of execution of the transaction (in the file sent by the payments organization, transaction amounts are already converted into card's account currency as specified above).
- For transactions executed abroad, their amounts will be converted at the time the transaction currency is selected in card's account currency (at the vendor's exchange rate) and will be treated by the Bank as a domestic transaction not subject to subsequent currency conversion and the fee for executing a foreign operation won't be applied.

**You are kindly requested to sign and return the letters relative to this matter that the Bank sent to you towards the end of last year.**

For additional information, please contact the Corporate Cards Service Unit, at your service 24/7, by calling (22) 692 24 36 or 800 120 078.



## Amendment to the Banking Law

A new regulation was introduced on November 27, 2015, pursuant to which banks are no longer authorized to receive declarations of submission to enforcement procedure from Clients in the form that has been used so far.

Articles 96-98 have been deleted from the Banking Law. Due to the amendment relating to the bank enforcement title, the Bank has made changes to its documents and introduced a requirement for Clients to present a declaration of submission to enforcement procedure in the form of a notarized deed.

If you have any questions please contact your Relationship Manager.



## Bank holidays in February and March 2016

Due to currency holidays (bank holidays in specific countries), customer instructions placed on the following days in February and March 2016 will be processed on subsequent business days:

### FEBRUARY

01 - MUR, MYR, MXN  
05 - PKR  
08 - ARS, ANG, BRL, CNY,  
HKD, IDR, KRW, MUR,  
MYR, NZD, PHP, SGD,  
TWD, VEF  
09 - ARS, BRL, CNY, HKD,  
KRW, LBP, MYR, QAR,  
SGD, TWD, VEF  
10 - CNY, HKD, JMD, KRW,  
TWD  
11 - JPY, TWD  
12 - TWD  
15 - USD  
22 - RUB, THB  
23 - RUB  
25 - KWD, PHP  
26 - KWD  
29 - TWD

### MARCH

01 - KRW  
03 - BGN, MWK  
07 - MUR, RUB  
08 - RUB, UGX, ZMW  
09 - IDR  
14 - ALL, HUF  
15 - HUF  
21 - COP, JPY, MXN, ZAR  
22 - ALL  
23 - PKR  
24 - ARS, COP, DKK, ISK, ILS,  
MXN, NOK, PEN, PHP,  
VEF  
25 - ANG, ARS, AUD, BRL,  
BWP, CAD, CHF, CLP,  
CNY, COP, DKK, EUR,  
GBP, HKD, IDR, ISK, JMD,  
KES, LBP, MWK, MXN,  
NZD, NOK, PEN, PHP,  
SCR, SEK, SGD, UGX,  
ZAR, VEF, XOF, ZMW,  
ZWL  
28 - ALL, ANG, AUD, BWP,  
CHF, CNY, CZK, DKK,  
EUR, GBP, HKD, HUF,  
HRK, ISK, JMD, KES, LBP,  
MWK, NOK, NZD, PLN,  
SEK, UGX, XOF, ZAR,  
ZMW, ZWL