



**SRI POTTI SRI RAMULU NELLORE DISTRICT COOPERATIVE
CENTRAL BANK LTD., NELLORE**
(Government Partnered Bank)
Licensed by Reserve Bank of India
No.0861 – 2328221, 2331458, 2323413.
Fax – 0861- 2338495 - email : ndccb_nellore@yahoo.com
www.nelloredccb.org

Rc.No:Bkg/servicecharge/2015/1.

Dt. 30-11-2015

IMPORTANT CIRCULAR

Sub: SPSR Nellore DCCBank Ltd., - Banking -Revision of Service Charges and Minimum Balances - Instructions Issued - Reg.

Ref: Board of management resolution no.22 dt.25-09-2015.

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Through the reference cited, the Board of Management of our Bank has resolved to revise the Service Charges collected for providing different services to the customer by the Bank and the Minimum Balances to be maintained in Savings / Current Account at the Bank. The revised charges are detailed as below:

Sno	Particulars	Present balance	Revised Balance
1	Savings account (Without chequebook)		
	Minimum balance to be maintained		
	Individual	250	250
	Staff	250	250
	Institution	250	1000
	Society	250	1000
2	Savings account(With chequebook)		
	Minimum balance to be maintained		
	Individual	1000	1000
	Staff	1000	500
	Institution	1000	1000
	Society	1000	1000
3	Current Account		
	Individual	5000	2500
	Staff	5000	2500
	Institution	5000	10000
	Society	5000	5000
Sno	Particulars	Present Charges	Revised Charges
4	Penalty for not maintaining of minimum charges for savings/current per month		
	Indl/institution/society	20	50
	Staff	20	20
5	PASS BOOK		
	For Staff	nil	nil
	First	nil	nil
	From Second pass book	0	50
6	Account Statement		
	For first 4 Pages	10	50
	For next each page	20	10
	Staff	nil	nil
7	For Every Loose cheque		
	Staff	2	5
		nil	nil

Sno	Particulars	Present balance	Revised
			150
9	Cancellation of DD/Cheque	30	150
10	Duplicate slip	30	30
11	Change in A/C Nomination	20	25
12	Change in Operation instruction	0	25
13	Duplicate PassBook (With latest balance)	30	50
	Rs.50/-extra for previous 40 entries)		
14	Duplicate F.D Bond		100
15	Closing of Savings a/c		
		With in one year	100
		After one year	0
16	Closing of Current A/c before One year	0	500
17	NO Due Certificate	30	50
18	Deletion/Addition / change of Account holders	50	50
19	Axis Bank Duplicate Cheque	150	150
20	Duplicate DD	50	150
21	DD Revalidation	50	50
22	Cheque Book Charges		
		First	nil
		Second	20
		Staff	nil
23	Cheque Bounce		
		First time	50
		Second time	100
		Third time	150+legal action
24	Locker Deposit		
		Large	100000
		Medium	50000
		Small	15000
25	Locker Deposit for STAFF	nil	nil
	For Staff only one Locker in any of our branches is at free of deposit.		
	If they avail more than one Locker, Locker deposit has to pay as prescribed.		
	While issuing Locker to Staff the Branch Manager has to obtain a declaration from the staff stating that they have not availed locker facility in any other branch earlier to comply the above instruction.		
26	folio charges (Yearly)		
		for 25 lines	30
		For Staff	nil
27	Locker Break Open charges	0	500+ charges levied by locker company
		Staff	only charges levied by company
28	RD late installment (incl staff)		
		per 100/-	0
			1.50

Sno	Particulars	Present balance	Revised
29	OUTWARD RTGS/NEFT		
	NEFT		
	upto 10,000/-		2.5
	upto 1,00,000/-		5
	from 1,00,001 to 2,00,000		15
	RTGS		
	2 L to 5L		25
	Above 5 lakhs		45
30	Locker Rent (For staff also)		
	Small	500	500
	Medium	750	750
	Large	1500	1500
31	No.of Locker Visits per year 12 @ free		
	There after for every visit chargeable	0	50
	For Staff	0	nil
32	DD charges		
	upto 10,000	25	25
	for every one thousand		2
	For staff <u>5</u> DDs in a year @ free cost		
33	Application Forms for gold loans, Locker, SHG, RMG.	20	20
Note:	Locker Rent should be collected one year in advance		
	Locker Rent Overdue charges		
	I st Quarter :	10% of Annual Rent	
	II nd Quarter:	25% of Annual Rent	
	IIIrd Quarter:	40% of Annual Rent	
	Ivth Quarter:	50% of Annual Rent	

Thus all the Branch Managers are hereby instructed to follow the above instructions which improve Miscellaneous / Non - fund income which contributes to the gross income of the bank. Further, whatever amount collected under miscellaneous on that amount Service Tax @14.5% has to be collected without fail.

CHIEF EXECUTIVE OFFICER

To
All the Branch Managers in the district.
Copy to A.G.Ms , D.G.Ms and Nodal Officers for information