

上海浦東發展銀行香港分行櫃檯業務收費表

版本 9.1 生效日期：2024年5月1日

收費項目		收費標準	備註
儲蓄 / 往來戶口			
支票傳寄送	平郵	本地免費，外地HKD10	每次
	掛號	本地HKD20，內地及海外HKD40	
	速遞	香港收取HKD60，內地及海外HKD200	
退票 / 電子退票（因客戶餘額不足或因客戶錯誤引致）		HKD100/USD13	每張
支票保付	由銀行代辦	HKD200	
	由客戶自行處理	HKD60	
支票止付 / 取消支票止付		HKD50/USD7	
不動賬戶	超過一年無客戶進支活動而結餘低於HKD5,000或等值之賬戶	HKD100（每半年）	每戶
臨時透支	手續費	HKD100	每戶每次
	透支利息	原幣之最優惠利率+8%（年息） （以每日計算）	
取消戶口		開戶不足三個月而取消戶口	每戶
匯出匯款			
即期匯票	簽發 / 回購	HKD80/USD10	每筆
	報失 / 止付（另加代理行收費）	HKD350/USD45	
電匯	發送	HKD200/USD26（浦發戶口）	
	修改 / 取消（另加代理行收費）	HKD300/USD39（非浦發戶口）	
	查詢（另加代理行收費）	HKD50/USD7	
	電匯內含中文字 - 加收解碼費	HKD150/USD20	
匯入匯款			
電匯	存入本行賬戶	HKD50/USD7	每筆
一般服務			
本票	簽發 / 回購	HKD50	每筆
	報失	HKD50，另加銀行同業結算有限公司費用HKD300	
定期存款指示	設立 / 修改	HKD50	
	因戶口存款不足而被退回之存款指示	HKD100	
索取各類文件副本，包括已過戶支票、月結單、傳票及業務通知單等		1年內（含一年）HKD100，1年至2年（含2年）HKD400，2年以上HKD600	每頁
銀行報告 / 證明書	銀行意見書	HKD200	每筆
	銀行背書（簽證申請）	HKD150	
	戶口結餘證明書	HKD200/USD26	
本地公司查冊		實報實銷，最低收費 HKD200	每筆
核數證明書		HKD500/CNY425/USD65	
自動轉賬指示（因戶口存款不足而被退回之轉賬指示）		HKD100	
光票	代收（非進出口押匯項下）/ 因故未付之退票（另加代理行收費）	HKD300/USD40	每張
圖文傳真	本地，以5張為限	HKD50	
	海外，以2張為限 額外每張（不限地區）	HKD100 HKD60	
個人資料查閱		HKD200	
櫃檯現金存取			
存 / 取現金	港幣	存/取2萬元（含）以下免費，超過2萬則按存/取金額首兩萬收取50元，每增加1萬加收100元；10萬以上每增加1萬加收200元	每戶每天
	人民幣	存/取2萬元（含）以下按存/取金額1%收取，超過2萬則按存/取金額3%收取（最低人民幣200元）	
	美元	存/取1000元（含）以下按存/取金額1%收取，1000元以上按存/取金額3%收取（最低美元10元）	
對公賬戶開戶			
對公賬戶開戶費-簡單開戶		HKD5,000/戶	1. 該收費適用於對公賬戶，自2023年12月1日起施行。 2. 如符合豁免開戶收費條件的，我行有權豁免該開戶收費而無需提前告知客戶。
對公賬戶開戶費-複雜開戶	1) 非香港註冊公司賬戶	HKD10,000/戶	
	2) 三層以上架構賬戶		
	3) 信託基金賬戶		
	4) 個人投資公司（PIC）賬戶		
	5) 一年以內註冊的新公司賬戶		
6) 一人公司（OMC）賬戶			
代發支薪及費用報銷服務			
開通費	開通網銀代發支薪及費用報銷服務	HKD200	
交易費	港幣轉賬指示	每筆港幣轉賬收取 HKD0.5（以上載文件內包含的筆數計算，最少每個上載文件收取 HKD 10）	
	人民幣轉賬指示	每筆人民幣轉賬收取CNY0.4（以上載文件內包含的筆數計算，最少每個上載文件收取 HKD 10）	

如選擇收款銀行費用由匯款人承擔，本行有權於辦理匯款時預收代理行收費；預收的金額不會退回；但，如實際徵收的費用高於預收的金額，本行則有權收回差額。
上述收費項目須以原幣或其等值港幣支付。
本行收費會不時更改。英文譯本僅供參考，如有差異以中文版本為準。

Counter Service Charges of Shanghai Pudong Development Bank Hong Kong Branch

Version 9.1 Effective Date: 1st May 2024

Item	Charges (HK\$ or equivalent per transaction)	Remarks	
Savings / Current Account			
Cheque book mailing	Ordinary mail	Free of charge for local, HKD10 for overseas	per time
	Registered mail	HKD20 for local, HKD40 for mainland and overseas	
	Courier	HKD60 for local, HKD200 for mainland and overseas	
Returned cheque / Electronic returned (due to insufficient fund or other errors caused by customer)		HKD100/USD13	per cheque
Mark good	Dispatched by our Bank	HKD200	
	Dispatched by customer	HKD60	
Cheque stop payment / Cancellation of cheque stop payment		HKD50/USD7	
Dormant account	No account activity for 12 months and balance below HKD5,000 or equivalent	HKD100 (half yearly)	per account
Temporary overdraft	Handling charges	HKD100	per account per time
	Overdraft interest	Prime rate in original currency +8% p.a.(calculated on a daily basis)	
Account closure	Account closed within 3 months of its opening	HKD150/USD20	per account
Outward Remittance			
Demand draft	Issuance / Repurchase	HKD80/USD10	per transaction
	Loss / Stop payment (plus correspondent bank charges)	HKD350/USD45	
Telegraphic transfer	Issuance	HKD200/USD26 (for account with SPD Bank) HKD300/USD39 (for account with non-SPD Bank)	
	Amend / Cancel (plus correspondent bank charges)		
	Enquiry (plus correspondent bank charges)	HKD50/USD7	
	Chinese characters - additional charges for translation to 4 digits code by Local CHATS		
Inward Remittance			
Telegraphic transfer	Credit to account with our Bank	HKD50/USD7	per transaction
General Services			
Cashier's order	Issuance / Repurchase	HKD50	per transaction
	Loss	HKD50, plus charges of HKICL HKD300	
Standing instruction	Setup / Amendment	HKD50	
	Returned SI due to insufficient fund	HKD100	
Reproduction / Photocopy of bank documents (including cleared cheque, statement, voucher and advice etc)		HKD100 for within 1 year, HKD400 for over 1 year to 2 years, HKD600 for over 2 years	per sheet
Bank report / certificate	Bank reference letter	HKD200	per transaction
	Bank endorsement (for visa application)	HKD150	
	Certificate of balance	HKD200/USD26	
Company search		Charges as incurred with a minimum of HKD200	per transaction
Bank confirmation of customer for audit purpose		HKD500 /CNY425/USD65	
Autopay instruction (returned due to insufficient fund)		HKD100	
Clean cheque	Sent for collection applicable to non-bills	HKD300/USD40	
Facsimile	Local, up to 5 sheets	HKD50	per sheet
	Overseas, up to 2 sheets	HKD100	
	Extra sheets (for any places)	HKD60	
Access request for personal data		HKD200	
Cash Deposit / Withdrawal over Counter			
Cash deposit / Withdrawal	HKD	free of charge for amount of 20,000 or below, for amount over 20,000, charge 50 for 1st 20,000, every additional amount of 10,000, charge 100; for amount over 100,000, charge 200 for every additional 10,000	per account per day
	RMB	charge 1% for amount of 20,000 or below, charge 3% for amount over 20,000 (minimum charge CNY 200)	
	USD	charge 1% for amount of 1,000 or below, charge 3% for amount over 1,000 (minimum charge USD 10)	
Account Opening Charge (applicable to corporate accounts only)			
Simple account		HKD5,000/each account	1. Applicable to corporate accounts only, effective from December 1, 2023. 2. The bank has the right to waive the account opening charge under applicable circumstances without notifying the customer in advance.
Complex account	1) Non-HONG KONG registered company	HKD10,000/each account	
	2) Company with over 3 layers of structures		
	3) Trustee account		
	4) Personal investment company (PIC)		
	5) Company registered within one year		
	6) One man company (OMC)		

Payroll / Reimbursement Services

Registration	Enabling services on internet banking	HKD 200	
Transaction	HKD transfer	HKD 0.5 per transfer in the instruction file, minimum HKD 10 per instruction file	
	CNY transfer	CNY 0.4 per transfer in the instruction file, minimum HKD 10 per instruction file	

If Correspondent Bank Charges are requested to be borne by remitter, the Bank is entitled to collect the charges in advance. The collected amount is not refundable. But, if the actual claims exceeded the collected amount, the Bank is entitled to collect the shortfall.

Service charges of above items are to be paid in original currency or HKD equivalent.

The charges are subject to change from time to time. Should there be inconsistency between English and Chinese versions, the Chinese version shall prevail.