Outward Remittance

S.No	Activity Under taken for Outward Remittance	Process Flow	TAT	Charges	Required Documentation / Remarks
1	Advance payment towards import / MTT where bank earn exchange margin	1.Customer to submit relevent request along with relevant documents to Branch . 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	0.1250 % of bill amount, Minimum Rs. 500/- Maximum Rs.25,000/-	Documents including but not limited to: 1. Customer request Letter (Form A1 & Annexure 6), 2. In case of merchant trade ,MTT declaration (Annexue 5) along with import & export leg invoice 3.Purchase Order/Proforma invoice accepted by both the parties with Advance Payment Terms. 4. Bank Guarantee from Exporters Bank if applicable as per Bank's extant International Banking Business Policy. 5. Original valid license is required for Import of Negative/Restricted List item , if any. Note:For Advance remittance more than USD 50000 or
2	Advance payment towards import / MTT where paymwent is against by debiting EEFC account or where bank do not earn exchange margin	1.Customer to submit relevent request along with relevant documents to Branch . 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	0.15% (Min Rs. 750; Max Rs 25,000)	Documents including but not limited to: 1. Customer request Letter (Form A1 & Annexure 6) 2.Purchase Order/Proforma invoice accepted by both the parties with Advance Payment Terms. 3. Bank Guarantee from Exporters Bank if applicable as per Bank's extant International Banking Business Policy. 4. Original valid license is required for Import of Negative/Restricted List item , if any. Note:For Advance remittance more than USD 50000 or equivalent, credit opinion report on beneficiary required.
3	Import payment against BOE (direct receipt of document by importer subject to RBI guidelines)	1.Customer to submit relevent request along with relevant documents to Branch . 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	0.10% Min- Rs 250/-, Max- Rs 10000/- plus Out of Pocket expense as applicable	Documents including but not limited to: 1.Request Letter (Annexure 6) 2. Commercial Invoice, Transport Document , Bill of Exchange , Packing List , Certificate of Origin , covering letter (direct bill with bill value less than USD 300000 only).
4	Miscellaneous Remittances	1.Customer to submit relevent request along with relevant documents to Branch . 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	Remittance by MT103 (For commercial transactions)-0.10% Min- Rs 250/-, Max- Rs 10000/- plus Out of Pocket expense as applicable	Documents including but not limited to: 1.Request letter to process Miscellaneous remittances (Current Account transactions other than imports) 2. Underlying documents, IT declaration 145 & 146 (with UDIN) , FEMA Form , Form A2.

बँक ऑफ महाराष्ट्र टी.आई.बी.डी. T.I.B.D. मुंबई MUMBAI BANK OF MAHARASHTRA

5	Capital Remittance	1.Customer to submit relevant disposal instructions and documents to Branch, based on Purpose of payments. 2.Branches scrutinize the documents and forward the same to International Banking Division (IBD). to inform the ODI request for necessary approval and RBI reporting & UIN generation . 3.Post approval , CPH-Forex process the capital Remittances by debiting the customer account in complaince with RBI and other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX. 5. In case of fresh ODI investment , branch will submit the documents to IBD for reporting of remittance to RBI and allotment of UIN.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	Processing of ODI (JV/WOS) proposals(UIN Processing Fee)-Rs. 10,000/- per proposal. For allotment of UIN (apart from normal charges of outwardremittance) Subsequent remittances under ODI (after allotment of UIN)-Rs.2500/-	Documents including but not limited to: 1.Request letter & declaration (cum Form A2) to process overseas remittance for capital account transactions (ODI): a)Form FC (Financial Commitment) b)APR (Annual Performance Report) form of the overseas firm c)Audited Financial for three years of the indian firm d)Annexure 1 (Declaration cum Undertaking) e)Net worth certificates to be issued by CA of the indian firm f)Offer of shares from the overseas firm g)Fair Value Certificate (for the shares being invested) in the overseas firm h)Registration Certificate of the overseas firm i)Copy of the Board Resolution (Both Overseas and Indian Firm) j)MOA of the overseas company k)Documents Evidencing Financial Position and Business track record for both Indian and Foreign entity"
6	Liberalised Remittance Scheme (LRS) for Individuals (Capital)	1.Customer to submit relevant disposal instructions and documents to Branch, based on Purpose of payments. 2.Branches scrutinize the documents and forward the same to International Banking Division (IBD). to inform the ODI request for necessary approval and RBI reporting & UIN generation for the remittances made under LRS. 3.Post approval , CPH-Forex process the capital Remittances by debiting the customer account in complaince with RBI and other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX. 5. In case of fresh ODI investment , branch will submit the documents to IBD for reporting of remittance to RBI and allotment of UIN also all the remittances required to be reported under LRS as per RBI guideline.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	Processing of ODI (JV/WOS) proposals(UIN Processing Fee)-Rs. 10,000/- per proposal. For allotment of UIN (apart from normal charges of outwardremittance) Subsequent remittances under ODI (after allotment of UIN)-Rs.2500/-	Documents including but not limited to: 1.Request letter & declaration (cum Form A2) to process overseas remittance under LRS for capital account transactions (ODI): a)Form FC (Financial Commitment) b)APR (Annual Performance Report) form c)Audited Financial for three years of the remitter d)Annexure (Declaration cum Undertaking) e)Net worth certificate to be issued by CA of the remitter f)Offer of shares from the overseas firm g)Fair Value Certificate (for the shares being invested) in the overseas firm h)Registration Certificate of the overseas firm i)Copy of the Board Resolution Overseas Firm j)MOA of the overseas company k)Documents Evidencing Financial Position and Business track record for both Indian and Foreign entity
7	Liberalised Remittance Scheme (LRS) for Individuals (Non-Capital)	1.Customer to submit relevent request along with relevant documents to Branch . 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	0.10% Min- Rs 100/-, Max- Rs 1000/- plus Out of Pocket expense as applicable	Documents including but not limited to: 1. Request letter & declaration (cum Form A2) to process overseas remittance under LRS , For specific remittances (as applicable): a)Educational Institution Letter & Student ID for Educational Fee payment b)Medical bill & Hospital summary for Medical treatment

बैंक ऑफ महाराष्ट्र
टी.आई.बी.डी.
T.I.B.D.
मुंबई
MUMBAI
OF MAHARASHTRA

8	**Remittances by Non-Residents (NRE, NRO & FCNR)**	1.Customer to submit relevent request along with relevant documents to Branch 2.Branches scrutinize the documents and forward the same to Centralized Processing Hub- Forex (CPH-Forex). 3.CPH-Forex process the remittance in compliance with the latest Bank/RBI/other regulatory guidelines. 4.Acknowledged SWIFT copy along with debit advice are auto mailed to customer on registered mail id, post verification of transaction by CPH-FOREX.	Centralized Processing center cut-off time: 3.30 PM a) Before cut-off : T+0 b) After cutoff : T+1	0.10% Min- Rs 100/-, Max- Rs 1000/- plus Out of Pocket expense as applicable	Documents including but not limited to: 1. FOR NRO repatriation: - a)Branch covering from AD Branch. b)A2 form c)145/146 or CA certificate d)Annexures as per Bank's format duly signed by our customer.(NRO sale of immovable property/inheritance income, Declaration From NRI 1 million, NRO declaration individual. c) CA certified Source of funds. Note: Capping of USD 1 Mio in NRO repatriation per CIF 2.FOR NRE repatriation: - a)Branch covering from AD Branch b)A2 form 3.FOR FCNR Repatriation: - a)Branch covering from AD Branch b)A2 form