

Key Facts Document – Procedures to follow and further information

Key Facts Document – Foreign Remittances and Currency Exchange

Foreign Remittances

Criteria	Description
Key Features and Nature of the Product	<ul style="list-style-type: none"> • It enables customers and non-customers to receive money from abroad. • All branches have been designated as service outlets for foreign remittances. • Relatively low cost and reliable method. • Remittance Agents as follows. <ul style="list-style-type: none"> - Western Union - MoneyGram - RIA Money Transfer - LMT remittance services
Interest Rate and Penalty, Charges, Fees and Commission	<ul style="list-style-type: none"> • No any charges for Remittances.
Procedures to be followed to obtained the product/service	<ul style="list-style-type: none"> • The Fund sender will pay the amount to be remitted to the Foreign Exchange Agent/ House with the details of beneficiary Full Name, Sender Name, Remitted Amount and Person Identification Document Number (NIC/DL/PP – not mandatory) and remitter will be given a Reference Number to the beneficiary. • The Beneficiary will visit the nearest branch and fill the CDB Money Remittance Form with MTC Number. • Release the funds to beneficiary after verifying the beneficiary with the system entered details and Identification document.
Terms and Conditions	<ul style="list-style-type: none"> • To ensure the security of the service, will not release money to a third party. • Required Documents <ul style="list-style-type: none"> - National Identity Card/ Driving License or the Valid Passport - Money Transfer Control Number (MTCN) - Sender's Details (Full Name/ Country/ Amount Transferred)

Clarifications and Inquiries	<ul style="list-style-type: none"> • Please Contact our 24/7 CDB hotline 0117 388 388 • Email us on customercare@cdb.lk • Please visit nearest CDB branch
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Currency Exchange

Criteria	Description
Key Features and Nature of the Product	<ul style="list-style-type: none"> • It enables customers and non-customers to exchange the foreign currencies in the Sri Lanka.
Interest Rate and Penalty, Charges, Fees and Commission	<ul style="list-style-type: none"> • When selling foreign currencies to customers, 1.5% commission will be charged from the existing customer and 2% commission will be charged from the new customers. • However, no any charges are applicable for buying of foreign currencies.
Procedures to be followed to obtained the product/service	<ul style="list-style-type: none"> • Display updated currency exchange rate sheet at the branch counter • Exchange foreign currency as per the given rate
Terms and Conditions	<ul style="list-style-type: none"> • Following documents are required to sell foreign currencies based on scenarios. Foreign Currency Selling <ul style="list-style-type: none"> - For Travel Abroad - Valid Passport with Valid NIC/ Driving License, Valid Visa and a Return Air Ticket - Passport will be endorsed by authorized officer in CDB • Foreign Currency Buying - Should provide a valid National Identity Card/ Driving License/ Passport
Clarifications and Inquiries	<ul style="list-style-type: none"> • Please Contact our 24/7 CDB hotline 0117 388 388 • Email us on customercare@cdb.lk • Please visit nearest CDB branch