



Aktualności CitiService

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Citi Handlowy the best Cash Management in Poland for the third time

Cash Management Survey is a prestigious ranking prepared by a British financial magazine *Euromoney*. Customers voting in the Euromoney Cash Management Survey 2016 decided that the management of financial resources at Citi Handlowy was the best in Poland. It has already been our third consecutive victory in this category and thus a confirmation of our leading position in the region of Central and Eastern Europe.

Shortcuts to services



Excerpt from the Table of Bank Fees and Commissions



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MobilePASS

We are pleased that we can make available to you our new solution thanks to which logging into CitiDirect will be much more convenient and as safe as before.

MobilePASS is an application which allows generating dynamic passwords to the system directly on your smartphone. Carrying a token is already a thing of the past.

MobilePASS is not only convenience, but also a proven, strong and two-stage authentication of the process of logging into online banking.

MobilePASS maintains high security standards known from the mechanism of logging into CitiDirect. Moreover, thanks to the use of your smartphone's protections (PIN, password, pattern or fingerprint – depending on the smartphone model), access to the application is additionally protected.

[How to start MobilePASS?](#)

We will be grateful if you start the service as soon as possible. Should you need support at any stage, we are at your disposal at any time:

»» Helpdesk (801 34 39 78; 22 690 15 21)

Learn [more about MobilePASS.](#)

We wish you convenient logging and successful transactions only!

CitiDirect Team



You don't have to choose between convenience and security!

Logging into CitiDirect® using the MobilePASS application

[More](#)



Certificates for auditors

A period of increased ordering of audit certificates in connection with the business activity that you operate is approaching. In order to meet your expectations with regard to the content of audit documents drawn up by Citi Handlowy, we would like to tell you a few words about the scope of information contained in the individual types of certificates:

Standard audit (fee in accordance with the Table of Fees and Commissions – PLN 200), prepared in up to 3 working days – it contains information about balances in all bank accounts.

Nonstandard audit (fee in accordance with the Table of Fees and Commissions – PLN 1,000), prepared in up to 5 working days – it contains answers to all questions from the auditor, in accordance with the audit application.

If you have any questions, feel free to contact CitiService Advisors.

Clearing balances for Budgetary Units – provision of an order

Please be advised that budgetary units, which should have their account balance cleared at the end of the year, are requested to provide a written order to the bank no later than **on 12 December 2016**.

Please send your orders to the following address:

Bank Handlowy w Warszawie S.A.
Biuro Obsługi Rachunków Klientów Korporacyjnych,
ul. Senatorska 16
00-923 Warszawa

In order to ensure efficient service, we ask you to sign the orders in accordance with the Sample Signature Sheet submitted to and available in the bank. If your order consists of multiple pages, please affix the **required signatures** on each page.



FATCA – reminder

FATCA reminder – NOTE – it applies only to those Customers who received written requests from the Bank in that regard in February–May of this year

We would like to remind you that pursuant to the Act of 9 October 2015 on the execution of the Agreement between the Government of the Republic of Poland and the Government of the United States of America concerning the improvement in fulfilling international tax obligations and the imposition on the Polish financial institutions of the obligation to implement FACTA legislation, an obligation to obtain a **current statement of the Customer about the USA tax residency status** (hereinafter the “Self-Certification Form”) has been imposed.

We would like to remind you about the need to complete the above-mentioned statement and send it to the Bank to the following address:

**Bank Handlowy w Warszawie S.A.
Strefa Dokumentacji Klienta
ul. Senatorska 16
00-923 Warszawa**

in the original paper version signed in accordance with company representation rules.

In order to make it easier for you to complete the required documents, you will find the said **Self-Certification Form** and **supporting materials on our website** with instructions on how to fill out the forms.

Please print out, sign and send the Self-Certification Form to the Bank in accordance with the instructions.

If you have received our written request and already sent the Self-Certification Form to the Bank, please ignore the above request.

Should you have additional questions, please contact CitiService on the following phone numbers: 801 24 84 24 or +48 (22) 690 19 81.



Hours of taking orders by KIR (National Clearing House) on 30 December 2016

- In the **ELIXIR** system, the **1st** and **2nd** clearing sessions will take place according to the standard hours of the National Clearing House.
- In the **Euro-Elixir** system, **four clearing** sessions will take place according to the standard hours of the National Clearing House.
- The **Express Elixir** transfers will be made by the bank at standard hours between 7 a.m. and 6 p.m.

Hours of taking orders for execution by Bank Handlowy w Warszawie S.A. will be provided to you **in a special issue of the Newsletter in December 2016.**

New Table of Fees and Commissions

With regard to the information about the entry into force on 7 November 2016 of the new Table of Fees and Commissions (11th issue of the Citiservice News), we would like to give notice that, due to the fact that the Bank promotes communication and exchange of correspondence by electronic means, within the range of Commerce Service products (letter of credit, guarantee and collection), new fees were introduced for advising a guarantee/letter of credit/collection and their amendments in written form as well as for accepting a collection order in written form. A new fee is also the arrangement fee for a framework agreement for revolving credit concerning guarantees or letters of credit. Fees for submission of an Application/Order concerning letters of credit, guarantees and collections as well as for additional provision of notifications and correspondence in written form by the Bank (in addition to the electronic versions) were raised. We want to remind you that an alternative to advising Applications/Orders/correspondence in writing, which will not generate on your part any costs associated with changes in the Table of Fees and Commissions introduced by the Bank, is to send them in electronic version, i.e. through the Citi Trade Portal.

We encourage you to contact an Advisor in order to implement the Citi Trade Portal.



Bank holidays in December 2016

Below, you will find days in December 2016 on which orders will be completed on the next working day due to the currency holiday (i.e. public holiday in a given country).

December

- 01 - RON
- 02 - AED
- 05 - THB
- 08 - ALL, ARS, CLP, COP, MKD, PEN, SCR
- 09 - ARS
- 12 - AED, EGP, IDR, JOD, KES, KWD, LBP, MAD, MYR, MXN, OMR, PKR, THB, TND, VEF
- 13 - MAD
- 16 - BHD, ZAR
- 22 - ZWL
- 23 - JPY
- 26 - ANG, AUD, BGN, BWP, CAD, CHF, CNY, CZK, DKK, EUR, GBP, HKD, HRK, HUF, IDR, ISK, JMD, KES, MWK, MYR, NZD, NOK, PLN, RON, SCR, SEK, SGD, UGX, USD, XOF, ZAR, ZMW, ZWL
- 27 - AUD, BWP, CAD, CNY, GBP, HKD, JMD, MWK, NZD, ZWL
- 30 - COP, PHP