

01 December 2023

Acceptance of payment orders to KB during the last days of the year 2023

Dear Customer,

in connection with the approaching end of the year 2023 we would like to inform you about changes related to the acceptance of payment orders and execution of cash deposits at the branches of Komerční banka, a.s., during the last days of this year.

All the branches will be open during the standard opening hours on the business days at the end of the year 2023.

DOMESTIC PAYMENT TRANSACTIONS

Komerční banka will accept domestic payment orders **until 29 December 2023 inclusive** in a standard way.

- Payment orders can be delivered to branch counter in Komerční banka on Friday, 29 December 2023.
- Self-service box can be used during opening hours of the branch for Payment orders submitted in 2024. We just want to remind you that from January 1, 2024, it will not be possible to use Self-service boxes for entering paper orders.

CASHLESS PAYMENT ORDERS

Overview of the latest terms for payment orders for domestic payments, which shall ensure clearing still in 2023:

END-OF-THE-YEAR DATES AND CUT-OFF TIMES IN KB					Settlement in CNB CERTIS*
Type of payment	Method of submission	Date of submission	Due date	Cut-off time	
Direct Debits from another bank's accounts in CZK – non-conversion	Self-service box	Friday 22/12/2023	22/12/2023	during the opening hours	29/12/2023
	Branch desk	Wednesday 27/12/2023	29/12/2023		
Payments to another bank in CZK – non-conversion, – with conversion	Self-service box	Thursday 28/12/2023	29/12/2023	during the opening hours	29/12/2023
	Branch desk	Friday 29/12/2023	29/12/2023	Until 12 pm	29/12/2023
Super express payments to another bank in CZK – non-conversion	Branch desk	Friday 29/12/2023	29/12/2023	until 1 pm	29/12/2023
Direct Debits within KB in CZK and foreign currency – non-conversion	Self-service box	Wednesday 27/12/2023	29/12/2023	during the opening hours	X
	Branch desk	Thursday 28/12/2023	29/12/2023		
Payments within KB in CZK and foreign currency – non-conversion, – with conversion	Self-service box	Thursday 28/12/2023	29/12/2023	during the opening hours	
	Branch desk	Friday 29/12/2023	29/12/2023	until 3 pm	

* Payment settlement system in the Czech National Bank (the CNB) - The meaning for payment order is settlement on the creditors bank account and for direct debit it is sending the direct debit to the CNB.

For payments in a foreign currency to the accounts kept with another banks in the Czech Republic, please use the foreign payment order.

CASH PAYMENT ORDERS

Cash deposits to accounts kept at Komerční banka, a.s., and realized at cash desks on 29th December 2023 will be cleared with this value date.

Cash deposits to accounts kept at another banks operating in the Czech Republic made at KB branches on the day of the cash deposit will be cleared to the CNB to payee's payment account in the CERTIS payment system.

Deadlines for acceptance of the transaction and subsequent transfer to the CNB payment system and to account of the payee's bank in the CERTIS payment system:

- **Cash deposit at the KB counter by 2.30 pm** – will be cleared to the CNB payment system account on the same business day;
- **Cash deposit at the KB counter after 2.30 pm** – will be cleared the following business day to the CNB payment account.

Cash deposits submitted by clients via closed packages in accordance with the Universal contract about handing over of cash via closed packages (packages via night vault until 8 a.m., another packages until end of opening hours of branch), on 29th December 2023 remain unchanged, i.e. they will be credited in favor of the beneficiary's account with Komerční banka on 29th December 2023.

Overview of the latest terms for execution of cash deposits which shall ensure clearing account of the debtor still in 2023:

CASH DEPOSITS IN KB			
Type of deposit	Method of submission	Date of the deposit	Cut-off time
Super express payments to another bank*	Branch desk	Friday 29/12/2023	Until 1 pm
Deposits to the accounts kept with KB	Branch desk	Friday 29/12/2023	During opening hours
Deposits by closed packages and night vault to accounts kept with KB	Package to the night vault	Friday 29/12/2023	Until 8 am
	Other packages	Friday 29/12/2023	During opening hours
Deposits through deposit ATMs (available balance of the client's account will be increased after deposit TRN completion without delay)	Deposit ATM	Friday 29/12/2023	Until 8 pm

* Super express payments will be settled in the CNB on payment account of beneficiary's bank on Friday 29th December 2023.

Payment orders delivered and process cash deposits after these terms will be processed in KB, but the orders might be delivered according to payment type to other bank in the year 2024.

The deadlines for clearing of payments and cash deposits to other banks are subject to valid legal regulations. However, KB does not accept responsibility for the value date that the other bank applies to the beneficiary's account.

FOREIGN PAYMENT TRANSACTIONS

Komerční banka will accept foreign payment orders until 29 December 2023 inclusive. If you have to settle your obligations vis-à-vis your foreign partners until the end of the year 2023 (with value date 2023), you should transmit your foreign payment orders according to the deadlines set below at the latest.

Credit of funds to beneficiary's account depends on the beneficiary's bank processing terms.

Payment orders received in later terms will be processed by the bank with the value date of the year 2024.

PAYMENTS ABROAD OR IN A FOREIGN CURRENCY WITHIN THE CZECH REPUBLIC			
Currency / Product	Processing Speed	Date of submission	Cut-off time
AUD, CNY and JPY	standard	Wednesday 27/12/2023	3.30 pm
BGN, CAD, CHF, CZK, DKK, EUR, GBP, HUF, NOK, PLN, RON, SEK, TRY and USD	standard	Thursday 28/12/2023	3.30 pm
SEPA payment	standard	Thursday 28/12/2023	3.30 pm
HUF and PLN	urgent	Friday 29/12/2023	9 am
SEPA payment	urgent	Friday 29/12/2023	11 am
CHF, CZK, DKK, NOK and SEK	urgent	Friday 29/12/2023	12 pm
CAD, EUR, GBP and USD	urgent	Friday 29/12/2023	1 pm
other currencies not stated here	urgent	Friday 29/12/2023	1 pm

Orders for **SEPA payments and payments abroad in CAD, CZK, DKK, EUR, GBP, CHF, NOK, SEK and USD** with **standard** processing speed in a paper form submitted via KB branch **on a business day by 10.30 am** with the same due date we transmit for further processing so that the funds have been credited to the beneficiary's bank account **on the due day of the order**, but no later than the deadline specified, in Article 24.5 of the Notice on the Payment System.

PAYMENTS TO KOMERČNÍ BANKA, A.S., BRATISLAVA BRANCH (KBSK)			
Currency / Product		Date of submission	Cut-off time
AUD and JPY		Wednesday 27/12/2023	1 pm
BGN, CAD, CHF, DKK, GBP, HUF, NOK, PLN, RON, SEK and TRY		Friday 29/12/2023	1 pm
CZK, EUR, USD and SEPA platba		Friday 29/12/2023	2 pm

INTERNET BANKING

In case of submission of payment orders via KB internet banking (MultiCash KB, Expresní linka KB, MojeBanka, MojeBanka Business, Profibanka, Přímý kanál, Mobilní banka, Mobilní banka Business), also follow the above deadlines for the submission of orders at the branch desk with the exception of the hour (cut-off time), which is set by the conditions agreed for the given system.

Dates and actual cut-off times for MojeBanka, MojeBanka Business, Profibanka, Přímý kanál, Mobilní banka and Mobilní banka Business are listed in the notice boards of these applications and KB web site.

Information on the account balance, which is valid at the end of 2023, is always stated in the current account statement provided no later than during January.

We look forward to further cooperation with you in the forthcoming year 2024.

Yours sincerely

Komerční banka, a.s.