

## ACCOUNT FEATURES

### Day-to-day support for your business.

- Local Business Manager as a key point of contact, but all colleagues can support you with day-to-day banking
- Bank online, by telephone, in store or via our mobile app
- Easy to use online banking
- Access to a range of services to support you and your business, including mobile receipt capture and automated bank feeds - ask in store for more details

## Important Information Summary

This document summarises the important features of the Business Bank Account. It should be read carefully together with our 'Terms and Conditions' (**Our Service Relationship with Business Customers** document), before you apply for the account. If there is anything you do not understand, please ask any Metro Bank staff member. These details are correct as of 15th June 2026. If these details have changed by the time you apply for the account, we will provide you with the current **Important Information Summary** for this account.

## ACCOUNT INFORMATION

- In order to open and maintain a Metro Bank Business account you need to:
  - (a) be aged 18 or over
  - (b) have a turnover and/or annual balance sheet total that does not exceed £2 million.
- If you are a sole trader/sole signatory you need to reside in the UK to open this account. If there is more than one signatory/Director/beneficial owner associated with the account at least 50% must reside in the UK.
- The terms, charges and fees set out within this document also apply to the Business Start-up Account and Business Switcher Account.

The Business Bank Account is subject to

- transaction charges
- standard ad-hoc service charges
- an account maintenance fee of £8 a month

### Monthly balance reward

If your Business Bank Account balance stays at £6,000 or above for any whole month we'll waive the monthly maintenance fee and give you 30 free transactions for that month. If your balance falls below £6,000 on any day, standard pricing will apply for that month. Please note, the £6,000 balance requirement needs to be cleared funds within the account.

### 31 Month Full Switcher Offer

We are currently running a Business Account switching offer. If you successfully switch your business bank account from another provider to a Metro Bank Business Bank Account using the Current Account Switch Service (CASS), we'll give you 31 months of fee-free banking\* and free cash transactions up to £10,000 from the date the switch is completed.

At the end of the 31-month fee-free banking period, you'll start to incur fees which are outlined within this document. The published prices are subject to variation. We will write to you to provide you with the current fees and charges when your free banking period is due to end. This offer can be amended or withdrawn at any time.

As part of this offer you will have the option to access an enhanced savings rate on a Business Instant Access Account upon a full switch having successfully completed - if you want to take this up you will need to do this within 30 calendar days of the date the full switch completed. Individual offer and product terms, eligibility criteria and conditions apply. You should read all of these documents carefully before applying.

For full offer details and eligibility please see offer terms and conditions [here](https://www.metrobankonline.co.uk/globalassets/bca-switcher-31-months-tcs.pdf).  
<https://www.metrobankonline.co.uk/globalassets/bca-switcher-31-months-tcs.pdf>

You can access the terms and conditions for the savings account product [here](https://www.metrobankonline.co.uk/globalassets/documents/customer_documents/business-and-commercial/business-instant-access-deposit-account_important-information-summary.pdf).  
[https://www.metrobankonline.co.uk/globalassets/documents/customer\\_documents/business-and-commercial/business-instant-access-deposit-account\\_important-information-summary.pdf](https://www.metrobankonline.co.uk/globalassets/documents/customer_documents/business-and-commercial/business-instant-access-deposit-account_important-information-summary.pdf)

### Customers who successfully switched to Metro Bank as part of the promotional, switcher incentive offer which ran between 16th October 2024 and 31st May 2025

Customers who successfully switched their business bank account from another provider to a Metro Bank Business Bank Account using the Current Account Switch Service (CASS) during this period will receive 24 months of fee-free banking\* and free cash transactions up to £10,000 from the date the switch completed.

At the end of the 24 month fee-free banking period, you'll start to incur fees as outlined within this document. This offer can be amended or withdrawn at any time.

For full offer details and eligibility please see offer terms and conditions [here](https://www.metrobankonline.co.uk/globalassets/bca-switcher-31-months-tcs.pdf).

\*Free banking on everyday electronic credit and debit transactions, fee free cash transactions up to £10k and no monthly account maintenance fee. Details of the transactions covered by the offer can be found in the offer terms and conditions. Other charges such as those for overdrafts, international payments, Commercial Online Banking, CHAPS and any other additional services are not part of the free banking offer. Fees for these services are outlined below.

## ACCOUNT FEES AND CHARGES

Transaction type	Fee In a month where your balance falls below £6,000	Fee In a month where your balance remains at £6,000 or above
<b>Monthly Account Maintenance Fee</b>	£8 per month	FREE
<b>Transfers between your Metro Business Bank accounts**</b>	FREE	FREE
<b>ATM withdrawals</b> (external ATMs may charge additional fees) <b>Inward payment**</b> (inbound electronic domestic and international payments) <b>BACS</b> (available upon request and subject to credit approval) <b>Cheque payments</b> <b>Cheques deposited</b> (Store and Post Office***) <b>Debit Card payments</b> <b>Direct Debits</b> <b>Faster payments</b> <b>Metro to Metro payments</b> (third party beneficiaries) <b>Standing Orders</b>	£0.30	Any combination of these transactions up to 30 in total free per month, £0.30 each thereafter.
<b>Cash deposited, withdrawn, or exchanged in Store</b> (excludes ATM withdrawals)	1.00%	1.00%
<b>International payment: SWIFT**</b>	£25	£25
<b>International payment: SEPA**</b>	£0.20	£0.20
<b>CHAPS payments</b>	£25	£25
<b>USD cheque deposit**</b>	Up to \$6,500: \$13 (£10) per cheque. More than \$6,500: \$25 (£20) per cheque.	Up to \$6,500: \$13 (£10) per cheque. More than \$6,500: \$25 (£20) per cheque.
<b>Payment requests submitted by email</b> (in addition to the per item transaction cost)	£10	£10

\*\*When making or receiving a payment between two different currencies (a currency exchange payment), a foreign exchange (FX) margin will be applied to your exchange rate. The FX margin is the difference between the rate we receive from our banking partners and the rate we offer you. This will already be included within the exchange rate displayed to you when making a currency exchange payment from your Metro Bank account.

Full details of the FX margin rate can be found on our website, [metrobankonline.co.uk](http://metrobankonline.co.uk).

\*\*\*Post Office services are subject to request and approval. Post Office cash processing charges may vary.

## USING YOUR DEBIT CARD ABROAD

We'll charge the following fees when you use your debit card abroad. This is in addition to any account and transaction fees that apply.

Location	Card purchase	Cash withdrawal
Specific European countries (listed below) <sup>[1]</sup>	FREE	FREE
Outside of the countries listed below	2.99% non-sterling transaction fee	2.99% non-sterling transaction fee + £1.50 non-sterling purchase fee

<sup>[1]</sup> Location refers to location of the Merchant/ATM or the location of the company operating the website in case of internet transactions.

<sup>[1]</sup> Free card purchases and cash withdrawals are only available in the following countries:

Andorra	Estonia	Italy	Norway	Sweden
Austria	Finland	Latvia	Poland	Switzerland
Belgium	France	Liechtenstein	Portugal	United Kingdom
Bulgaria	Germany	Lithuania	Romania	Vatican City
Croatia	Greece	Luxembourg	San Marino	
Cyprus	Hungary	Malta	Slovakia	
Czech Republic	Iceland	Monaco	Slovenia	
Denmark	Ireland	Netherlands	Spain	

All territories are included by their associated owning country. Additional charges may be applied by overseas ATM providers.

## SERVICE CHARGES

Service	Charge
<b>Certificate of interest paid:</b> we will certify the amount of debit interest paid by you	No charge
<b>Business Online Plus or Commercial Online Banking</b>	Subject to fees and charges. See the Business Online Plus or Commercial Online Banking Important Information Summary for further details
<b>Set-up and on-going use of Business Online Banking</b>	No charge
<b>Statements which are issued monthly</b>	No charge
<b>Stopping a cheque as a result of theft or loss of a cheque book</b> (or part thereof)	No charge
<b>Auditor's Certificate of Balance:</b> A letter written by Metro Bank to your accountant certifying details of your account balance as at a certain date	£25.00 (+VAT)
<b>Auditor's Request for Bank Report:</b> This is a more detailed enquiry than a certificate of balance. The amount charged will reflect the time taken due to depth and complexity of the questions asked	Variable Rate: Minimum of £25.00 (+VAT)
<b>Automatic Sweep Facility</b> (charged monthly): Daily Sweep Weekly Sweep Monthly Sweep	£25.00 per month £5.00 per month No charge
<b>Duplicate statements</b>	£5 per statement
<b>Cheques returned to you unpaid:</b> Sterling cheques you have paid in which are returned to us unpaid by the payer's bank	£2.00 per cheque
<b>Issuing a banker's cheque</b>	£15.00 per cheque
<b>Stopping a cheque</b>	£10.00 per cheque
<b>Stopping payment on a banker's cheque and/or replacing or refunding the amount of the cheque</b>	£10.00 per cheque

## OVERDRAFT CHARGES

Unpaid Item Charge	No charge
Paid Item Charge	No charge
Debit Interest on an unarranged overdraft	25% EAR typical (variable) <sup>[2]</sup>

An unarranged overdraft is created when a deduction or withdrawal from your account can't be met from the balance in your account or within an existing agreed overdraft. Debit interest will be calculated daily on your account and applied monthly. Your monthly statement will show how much interest you have paid and when.

## THINGS YOU SHOULD CONSIDER

- Our Business Bank Account is a day-to-day current account with the facility to pay bills and make payments. This account is intended for business funds only. If your business is required to hold client monies, please speak to a colleague regarding our available client accounts.
- No credit interest is paid on this account.
- A credit check will be undertaken on the key account parties and authorised account signatories whenever you apply for a current account and/or overdraft facility, and we may seek information about the business entity through a credit reference agency.
- Overdrafts are subject to status and are repayable on demand. Terms and conditions are available on request. Please speak to your Relationship Manager to discuss a specific lending requirement.
- We may change any of the rates and charges set out in this Important Information Summary, and introduce new charges, under the Terms and Conditions.
- Charges are applicable from the day you open your account. In most cases we will give you at least 14 days' notice if we are going to deduct a charge from your account. We will tell you within your monthly statement, the amount we will deduct and when it will be deducted, except for certain instances where the charge is taken at the point of transaction. This includes, but is not limited to CHAPS, SWIFT, SEPA, and FX Margin fees.

Details of our current charges, interest and exchange rates, and terms & conditions are available on our website [metrobankonline.co.uk](https://metrobankonline.co.uk) or you can contact us on **0345 08 08 500**

<sup>[2]</sup> EAR stands for Effective Annual Rate. It shows what you would pay if interest were charged and added to the amount you owe once every year, instead of monthly. It doesn't include fees for unauthorised overdrafts. Please refer to your latest statement for more information. **pg4**