

Effective Date:

3rd July 2025



Product and Fee Terms for Business Clients

OKEO Essential Service Plan

Okeo Payments UAB is an electronic money institution authorised and supervised by the Bank of Lithuania (EMI license No. 71), with registered address at Gedimino Ave. 20, LT-01103 Vilnius, Lithuania, Company code 305219549, VAT code LT100012944119, BIC OKEOLT22XXX.

About OKEO Essential Service Plan

These Product and Fee Terms apply to Business Clients of Okeo Payments UAB registered in the EEA country or in the United Kingdom **and with confirmed eligibility for the OKEO Essential Service Plan.**

The eligibility for the OKEO Essential Service Plan is determined by Okeo Payments UAB ("OKEO", "We", "Us").

You, as a Client, are informed about the proposed Service Plan and pricing after We perform an initial assessment of Your application. If the eligibility is confirmed, this Service Plan is an integral part of the agreement between You and Us, unless we have explicitly agreed otherwise.

OKEO reserves the right to offer different terms – whether more or less favorable – to certain Clients, based on the specific factors such as exposure to sectors or jurisdictions with increased money laundering risk, high volume or non-standard payment patterns, or other relevant considerations.

Account Management

Monthly subscription fee <i>Non-refundable</i>	15.00 € / month
Company KYC and verification <i>Non-refundable</i>	25.00 €
Additional fee for complex structure (if applicable) <i>Non-refundable</i>	100.00 €
Non-EEA UBO / Representative KYC and identification (if applicable) ¹ <i>Non-refundable, per person</i>	25.00 €
Account Top-up ² in EUR	Free
Account Top-up ² in PLN <i>Incoming payment from financial institution (FI) in Poland</i>	Free
Account Top-up ² in GBP, USD, EUR (SWIFT)	15.00 €
Minimum Account balance ³	N/a

Payments to/from: EEA country⁴, United Kingdom and Switzerland

Internal Payment (within OKEO) in EUR, GBP, PLN or USD	Free
Incoming SEPA (Euro) Payment	Free
Outgoing SEPA (Euro) Payment	1.00 €
Express Outgoing Payment in CZK or PLN <i>Outgoing payment to financial institution in Poland / Czech Republic</i>	1.00 €
Express Outgoing Payment in CHF, GBP, EUR (SWIFT) or USD	7.00 €
Express Outgoing Payment in BGN, DKK, NOK or SEK	10.00 €
Outgoing Payment in HUF or RON	10.00 €

Payments to: China, Hong Kong and Singapore

Express Outgoing Payment in EUR or USD	10.00 €
Outgoing Payment in CNY	15.00 €
Outgoing Payment in HKD or SGD	22.00 €

Currency Conversion⁵

PLN	0.50%
CZK, GBP, USD	0.60%
CHF, DKK, NOK, SEK	0.75%
BGN, RON	0.80%
CNY, HKD, HUF, SGD	0.90%

Features

Fully online onboarding	✓
Selection of own IBAN number	✓
Multiple IBAN Accounts ⁶	Up to 10 accounts
Multiple Team Members ⁶	Up to 10 users
Personal limits management	✓
Team limits management	✓
Team permissions management	✓
Payment templates management	✓
Payment confirmation Generated via My OKEO	✓
Account statement in PDF, CSV or XML (ISO 20022) format Generated via My OKEO	✓
Account statement in MT940 format Generated via My OKEO	✓

Ancillary Services

Accumulative Account opening ⁷ Non-refundable	25.00 €
Transforming Accumulative Account to OKEO Business Account	Free
Official certificate of the IBAN account / Accumulative Account ⁷	15.00 €
Official confirmation of the payment / account balance / account statement	15.00 €
Official statement for audit purposes	30.00 €
Additional fee for the delivery of a certificate / statement / confirmation / other ordered document via registered mail	15.00 € + actual expenses
Cancellation of the SEPA (Euro) transfer upon the Client's request	25.00 €
Cancellation of the international transfer (before sending) upon the Client's request	30.00 €
Return or editing of the international transfer after it was sent out	100.00 € - 150.00 €
SWIFT payment confirmation obtained from the processing bank	25.00 €
Due diligence requested by the intermediary bank	50.00 € - 150.00 €
Execution of the order of restriction of funds ⁸	15.00 €
Funds protection fee for the funds not transferred by the Client within stated deadline after the account closure ⁹	2.00% per annum and not less than 25.00 € / month
Closure of the IBAN account upon the Client's request	0.00 €
Accumulative Account ⁷ closure and withdrawal of funds Applied if Accumulative Account not transformed to OKEO Business Account	100.00 €
Account closure due to substantial breach of the agreement by the Client or AML/CTF reasons	250.00 €

Payments Processing Schedule¹⁰

Outgoing SEPA (Euro) Payments	<p>Payments executed within 1 business day</p> <ul style="list-style-type: none"> Payments initiated before 16:30 PM EET – executed the same business day Payments initiated after 16:30 PM EET – executed the next business day
Express Outgoing Payments in: BGN, CHF, CZK, DKK, EUR, GBP, NOK USD, PLN, SEK, USD	<p>Payments executed within 1 business day</p> <ul style="list-style-type: none"> Payments initiated before 12:00 PM EET – executed the same business day Payments initiated after 12:00 PM EET – executed the next business day Shorter payment processing times may apply to PLN and CZK payments
Outgoing Payments in: CNY, HKD, HUF, RON, SGD	Payments executed within 3 business days .

Other Product and Fee Terms

Below you will find additional information about OKEO services and applicable pricing.

- OKEO Account allows you to:
 - ✓ Hold IBAN account in your company name,
 - ✓ Send and receive SEPA (EUR) payments,
 - ✓ Keep company funds in EUR, GBP, PLN and USD,
 - ✓ Convert to and send the funds in all supported currencies: BGN, CHF, CNY, CZK, DKK, GBP, HKD, HUF, NOK, PLN, RON, SEK, SGD, USD, EUR (non-SEPA),
 - ✓ Top-up the account with funds in EUR, GBP, PLN and USD (from the client's own account in another financial institution),
 - ✓ Manage payments, access, permissions and limits online – via My OKEO at <https://my.okeo.com>.
 - OKEO accepts payments:
 - ✓ Received from or sent to countries within the European Economic Area, the United Kingdom, and Switzerland, and
 - ✓ Sent to China, Hong Kong, and Singapore.
 - When initiating the international payment which requires the currency conversion, the exchange rate is valid for a limited amount of time.
 - For the outgoing international payments and Account Top-up, payment amount cannot exceed the equivalent of 100 000 Euro per transfer.
 - The Account Top-up payment must be initiated according to the instructions provided by OKEO. If the received payment does not meet the requirements, the funds will be blocked until clarification and additional fees may apply.
 - All refunded or cancelled payments are deposited to the Client's account:
 - In the outgoing international payment currency – if the payment was sent in EUR, GBP, PLN or USD,
 - In EUR – if the payment was sent in any other supported currency.
- Due to the exchange rate volatility and intermediary bank fees, the refunded or cancelled amount of the international payment might differ from the originally initiated payment amount.
- The monthly subscription fee (if applicable) is charged at the beginning of the month and is non-refundable. The funds protection fee (if applicable) is charged at the month end.
 - **Fair pricing policy applies and the total number of free payments per month is limited to 500 per Client.**

Contact us at hello@okeo.com if you are uncertain how to access or use certain services.

1 Country of citizenship of the UBO / Representative is determined based on the issuing country of the identification document.

2 Account Top-up means an incoming payment to the Client's OKEO account from the Client's own account in another financial institution.

3 Minimum Account balance is the minimum balance of Euro funds that must be kept by the Client on OKEO Account at all times.

4 EEA country means a country belonging to the European Economic Area (EEA), which includes all member states of the European Union (EU) as well as Iceland, Liechtenstein, and Norway.

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- 5** The exchange rate applied by OKEO is the current mid-market rate plus the margin specified in the table. The table shows currency pairs for Euro as a base currency. Contact Us at hello@okeo.com if you wish to receive a quote for alternative currency pairs.
- 6** If you would like to add more users or accounts, contact Us at hello@okeo.com to check the options.
- 7** Accumulative Account means the account opened to pay in the share capital, so that the company can be established and registered. Only the incoming payments are allowed to the Accumulative Account (outgoing payments are not allowed).
- 8** The order to restrict the funds comes from Lithuanian authorities. Please be aware that an additional fee of EUR 1.02 per order may apply as reimbursement to the State Entity.
- 9** Funds protection fee is charged monthly based on the actual e-money balance in EUR as of the end of each day during the period. Upon account closure the non-EUR funds are converted to EUR according to the Okeo Payments rates.
- 10** Payments processing schedule is subject to the following:
- The total execution time for an outgoing payment may depend on the processing times of the payment beneficiary's financial institution or intermediary banks involved in the process (if applicable).
 - The account Top-up execution time may depend on the processing times of the client's financial institution or intermediary banks involved in the process.
 - Business days exclude weekends and Public Holidays in Lithuania and Poland. Payment receipt times will be affected on non-business days.