

Facility Fee

[See previous W5 version guide](#)

PURPOSE

This document shows the procedures for creating facility fee in the system.

WHY IS THIS IMPORTANT?

This allows capturing of any kind of facility fee that is associated with the banking facility.

PROCEDURE



1. From the main menu, select Set Up > Risk > Facility.
2. Choose the Accounting Centre and click Refresh. System shows the list of facility created in the system.

Facility

AcctCntr*

TFS-SG

Lend/Borrow

Counterparty

Status

Refresh

Action

Utilisation

Search

Columns

☐	App? ↑↓	Short Name ↑↓	AcctCntr ↑↓	Lend/borrow ↑↓	Counterparty ↑↓	Grant Date ↑↓	MDate ↑↓	Status ↑↓
☐		CITI-SG < TFS-SG	TFS-SG	Borrow	CITI-SG	1 Jan 2010	31 Dec 2050	Open
☐		DBS-SG < TFS-SG	TFS-SG	Borrow	DBS-SG	1 Jan 2010	31 Dec 2050	Open
☐		TFS - CITI-SG:COP	TFS-SG	Trading	CITI-SG	1 Jan 2010	31 Dec 2050	Open

3. Click the Edit button of the facility to maintain the fees. In this example, CITI-

SG < TFS-SG will be selected. The Amend Facility screen will be displayed.

Amend Facility

Cancel

Save

Limit

Accessibility

Covenants

Fees

Syndication

Security

History

Preference

File/Note

Facility Type*

Working Capital

Short Name*

CITI-SG < TFS-SG

Acct Cntr*

TFS-SG

Borrow/Lend*

Borrow

Counterparty*

CITI-SG

4. Click Fees.

Facility Fee

Banking Facility

CITI-SG < TFS-SG

Cancel

Save

Fee Type	Rate (%)	Ref. Amount	Ccy	Minimum	Maximum	Frequency	Description
Agency Fee			SGD				
Commitment Fee			SGD				
Facility Fee			SGD				
Legal Fee			SGD				
Participation Fee			SGD				
Prepayment Fee			SGD				
Underwriting Fee			SGD				

5. The fee types that can be maintained here are user definable. To create list of fee types, go to Set Up > Global > User Definable > Facility Fee Type. See [how to create user definable field](#) for more details.

6. Fill out the fields as required. In this example, only Agency Fee will be maintained.

Facility Fee

Banking Facility CITI-SG < TFS-SG

Fee Type	Rate (%)	Ref. Amount	Ccy	Minimum	Maximum	Frequency	Description
Agency Fee	5	Facility	SGD	100	5000	Monthly	
Commitment Fee			SGD				
Facility Fee			SGD				
Legal Fee			SGD				
Participation Fee			SGD				
Prepayment Fee			SGD				
Underwriting Fee			SGD				

7. Click Save when completed. You will be returned to Amend Facility screen. Click Cancel button to return to Facility screen.

8. Approve the change by ticking the checkbox beside the facility short name.

Facility

AcctCntr* TFS-SG Lend/Borrow Counterparty Status

	Facility Name	AcctCntr	Lend/borrow	Counterparty	Grant Date	MDate	Status
☒	CITI-SG < TFS-SG	TFS-SG	Borrow	CITI-SG	1 Jan 2010	31 Dec 2050	Open
☐	DBS-SG < TFS-SG	TFS-SG	Borrow	DBS-SG	1 Jan 2010	31 Dec 2050	Open
☐	TFS - CITI-SG:COP	TFS-SG	Trading	CITI-SG	1 Jan 2010	31 Dec 2050	Open

9. Click Action and Approve. A popup appears to confirm, click Yes.

Facility

AcctCntr* TFS-SG

Lend/Borrow

Counterparty

Status

Refresh

Action

Utilisation

Star

Print

Search

Columns

	App? ↑↓	Short Name ↑↓	AcctCntr ↑↓	Lend/Borrow	Status ↑↓
☒	N	CITI-SG < TFS-SG	TFS-SG	Borrow	Open
☐		DBS-SG < TFS-SG	TFS-SG	Borrow	Open
☐		TFS - CITI-SG:COP	TFS-SG	Trading	Open

Confirmation

Warning

Confirm approving selected item?

Yes

No

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[How to Create Facility and Limit](#)

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created.
31-Aug-2017	Clarissa	Reformatted. Rewritten.
24-Aug-2018	Silpa	Updated step 1, 5.
12-Nov-2019	Lyra	Updated screenshots.
7-Mar-2023	TS	Updated to W6 instructions and screenshots.