



## Bank of Bahrain and Kuwait B S C

### Time - Norms for Various Important Banking Transactions

The following norms are indicative time norms for various services available at the branch:

<b>S.No.</b>	<b>Particulars</b>	<b>Time Norms</b>
1	Cash Payment	Within 8 minutes
2	Receipt of cash (depending on denomination)	Within 5 minutes
3	For issuance of demand draft	Within 10 minutes
4	Opening of an account Saving/Fixed (Completion of Documentation)	25 to 30 minutes
	Activation of Savings account	4 days
5	Statement of accounts (request for duplicate)	Within 15 minutes
6	Collection of cheques - Local ( Deposited within cut off time)	Within 2 days Outstation
7	Transfer of funds between accounts of different branches of BBK	Within 8 minutes