

Foreign Exchange Policy Department  
Bangladesh Bank  
Head Office  
Dhaka  
[www.bb.org.bd](http://www.bb.org.bd)

FE Circular Letter No. 15

Date: 26/06/2019

Head offices/principal offices of  
All Authorized Dealers in Bangladesh

Dear Sirs,

**Business travel quota entitlements for local agents**

In terms of paragraph 7, chapter 12 of the Guidelines for Foreign Exchange Transactions-2018, Vol-1, exporters, manufacturers for domestic markets and importers are entitled to foreign exchange quota for business travel abroad.

02. It has now been decided that the above mentioned facility shall also be applicable for local agents operating in Bangladesh on behalf of foreign principals without limiting to licensed indenting agents and buying agents. Before releasing foreign exchange on account of business travel, Authorized Dealers shall satisfy themselves regarding bonafide of agents through valid agency agreements and other relevant documents.

Other instructions in this regard shall remain unchanged. Please bring the above instructions to the notice of all concerned constituents.

Yours faithfully,



(Mohammad Khurshid Wahab)  
General Manager  
Phone: 9530123