VUMC Approved Payment Methods

Payments from external customers (non-Vanderbilt) can be made by check or electronic fund transfer.

Payment by Check:
Payment checks must be received to the appropriate “lockbox” address shown below. Checks should be made payable to Vanderbilt University Medical Center.

Regular post: Make checks payable to Vanderbilt University Medical Center and send to:

ATTN: Susan Meyn
Vanderbilt University Medical Center
Finance, Dept 1236
P.O. Box 121236
Dallas, TX 75312-1236

Payment by Electronic Fund Transfer:
Customer is responsible for all associated fees.

Wire Transfers should be sent to:

Mellon Client Service Center
500 Ross Street, Room 154-0940
Pittsburgh, PA 15262-0001
ABA Routing: 043-000-261
Account: The Vanderbilt University School of Medicine
Account Number: 9037889
Swift Code: MELNUS3P
Reference: Purpose of wire (Please specify specific Vanderbilt Core and invoice number to be credited)