

General email boxes

Disbursements:

- To submit invoices- vumc_electronic_invoices@vumc.org - only for 1st time submission
- For invoice questions, changes - vumcdisbursements@vumc.org - errors, corrections, questions
- For payment inquiries- vumcdspayments@vumc.org - paid invoice questions, remit details
- *NEW* For statements- vumcstatements@vumc.org
- For travel/expense/pcards- vumcpaymentcards@vumc.org

Purchasing:

- To close a PO- vumcencumbranceremoval@vumc.org
- PO/Order Status questions: *Please contact the buyer listed on the PO*
- Purchasing Assistance or Requisition Questions:
 - Purchase Services WORKDAYPurchaseServices@vumc.org
 - Medical group WORKDAYMedicalgroup@vumc.org