VANDERBILT UNIVERSITY MEDICAL CENTER
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 Transfer & ACH Instructions:**
Please contact Alaine Zachary (615) 875-9396 or Joseph Kemble (615) 322-1493 if you need additional information.

Bank Name: The Bank of New York Mellon  
Address: 3319 West End Ave Suite 700, Nashville, TN 37203  
(DO NOT SEND CHECKS TO THIS ADDRESS)

ABA Routing Number: 043000261  
Swift Code: MELNUS3P  
IBAN: Mellon does not have IBAN numbers.  
Account Number: 9037889  
Account Name: Vanderbilt University Medical Center  
VUMC NON L/C

Reference: *VUMC number is required for all payments*  
*Must be included in payment description field*  
(Please specify invoice number and VUMC Core Number to be credited)  
This invoice displays on the core invoice, and the VUMC core manager can provide.