



THE PRESIDENT
WOODROW WILSON HOUSE

**PAYMENTS TO THE
PRESIDENT WOODROW WILSON HOUSE MUSEUM
WASHINGTON DC**

The President Woodrow Wilson House provides several convenient ways to securely pay your invoices or donate to the museum. These include payments made online, over the phone, by mailed check, or by wire transfer. Please see the details below for each method.

Payments via Online Payments & Credit Cards

Please note that a 3% credit card fee will apply.

1) To make a payment by credit card online:

You can now make secure payments through our online portal. Please provide the Wilson House staff with a valid email address so that we can email you a payable invoice. The invoice email will come from our the “President Woodrow Wilson House / NTHP (via Clover)” with a subject of “You have an invoice from President Woodrow Wilson House / NTHP for \$XX.00”

2) To pay by phone with a credit card:

Please call John Pucher at 202-792-5802 or Felice Herman at 202-792-5804. If either is unavailable, please leave a voice mail and one of them will get back to you within 24 hours during business hours.

The information that you need to have ready when making a payment:

- Exact name on card
- Credit card number
- Expiration date
- 3 or 4 digit security code
- Billing address including postal code associated with the credit card

Payments via Check

Payment by check may be made to The President Woodrow Wilson House. Please send checks made payable to The President Woodrow Wilson House to:

The President Woodrow Wilson House
ATTN: John Pucher
2340 S Street NW
Washington, DC 20008

Receipts will be sent by email after the check is processed by the Wilson House staff. If you need a scanned copy sooner, please contact John Pucher at jpucher@savingplaces.org. Any questions in making a payment/gift by check, please email or call John Pucher 202-792-5802

Payments via Wire Transfer

Wire Transfer instructions can be made to The National Trust for Historic Preservation/Wilson House Account.

Account name: The National Trust for Historic Preservation/Wilson House
Bank Address: Bank of America, N.A.
1800 K Street, NW
Washington, DC 20006
USA

Account Number: 0019 2487 2779

ACH ABA # 054 001 204 – Auto Pays/Checks, etc.

ABA/For Wire Transfers (may be a fee attached): 026 009 593

USE OF THE ABA NUMBER FOR WIRE TRNASFERS, OR THE ACH ROUTING NUMBER FOR ELECTRONIC PAYMENT IS DEPENDANT UPON YOUR BUSINESS OR ORGANIZATIONS' ELECTROINC PAYMENTS POLICY. EITHER ELECTRONIC PROCESS WORKS.

Please Reference: Woodrow Wilson House

International Transfers:

SWIFT Number for Incoming wires (foreign currency):

BOFAUS6S

US Dollars: BOFAUS3N

Note that the “O”s in the SWIFT codes are letters and not zeros

Please include your name and designation to the Woodrow Wilson House with the wire transfer or in your accompanying correspondence. Once your bank validates the transfer, please email the receipt documentation including the date and amount to jpucher@savingplaces.org.

If you would like to add a donation to your payment, please note the President Woodrow Wilson House is owned and operated by The National Trust for Historic Preservation and is a registered 501©3 non-for-profit organization. All *gifts* to the Woodrow Wilson House are tax deductible to the extent provided by law in the United States, depending upon the wishes of the donor. National Trust Tax Identification Number (EIN) is 53-0210807.

I would prefer to make a contribution in the form of securities.

Please contact Ms. Lossie Gibson at lgibson@savingplaces.org or (202) 588-6139.

MATCHING:

This gift will be matched by (please indicate matching organization below):

GIFT RECOGNITION:

All gifts of \$1,000 or more will be recognized in our Honor Roll of Donors. Please recognize this contribution as a gift from:

Other: _____
