## Payment / Contribution Options

We accept the following forms of payment whether you are paying an invoice or making a contribution.

## Check/Money Order\*

Please make checks (money order) payable to Intergroup Association, Inc. and mail to our address as follows (or drop off at office):

Intergroup Association, Inc. 5151 Mitchelldale Street Suite B10 Houston Texas 77092

If you would like a receipt mailed back to you please let us know.

## 2. Cash\*

Please drop cash monies at our office Monday –Friday 9am to 5pm. Please give to a staff member to process. We'll count and verify it on the spot and print out a receipt for your records.

Online - https://aahouston.org/product/donate-to-intergroup/

Click on the above donation button or visit our website at aahouston.org. Click on donate button. Group Name should be listed if making a group donation or paying an invoice (include invoice number). Individuals can leave "group name" blank or type individual AA member. Click on the "Donate Once Only" button if you do not want a recurring payment. (the tab will be white) – enter amount and proceed through prompts.

The donation button goes through PayPal – you do not have to have an account.

## 4. Credit Card

Call the office number 713-686-6300, Monday - Friday 9am to 5pm and ask for the Bookstore. We will process and email receipt if requested – include your name, group name, phone number and email address.

5. Payment Link: We can now process contributions and invoice payments through a payment link we send to you from QuickBooks. For contributions, we would need to know the amount whether for individual or a group. We'll send you the payment link which gives you the option to pay by credit card or bank check (ACH).

\*After Hours & Weekends: There is a drop slot to the left of the door on the bottom window facing the building – look for outside ashtray (usually next to it). Please have it in an envelope with group name, your contact information and if you would like a receipt emailed to you. The gate is closed on the weekends. You can park on Central Street directly across from the parking lot.