

NBC PRODUCER PORTAL INSTRUCTIONS

NBC has created a unique portal where all registered Brand customers (from the state of Nebraska currently) will have access to their information pertaining to their Brands, Inspections and Clearances. This Producer Portal will allow for both individuals and entities to create an online account that will be validated against their Nebraska Driver's License or their Secretary of State Number for companies.

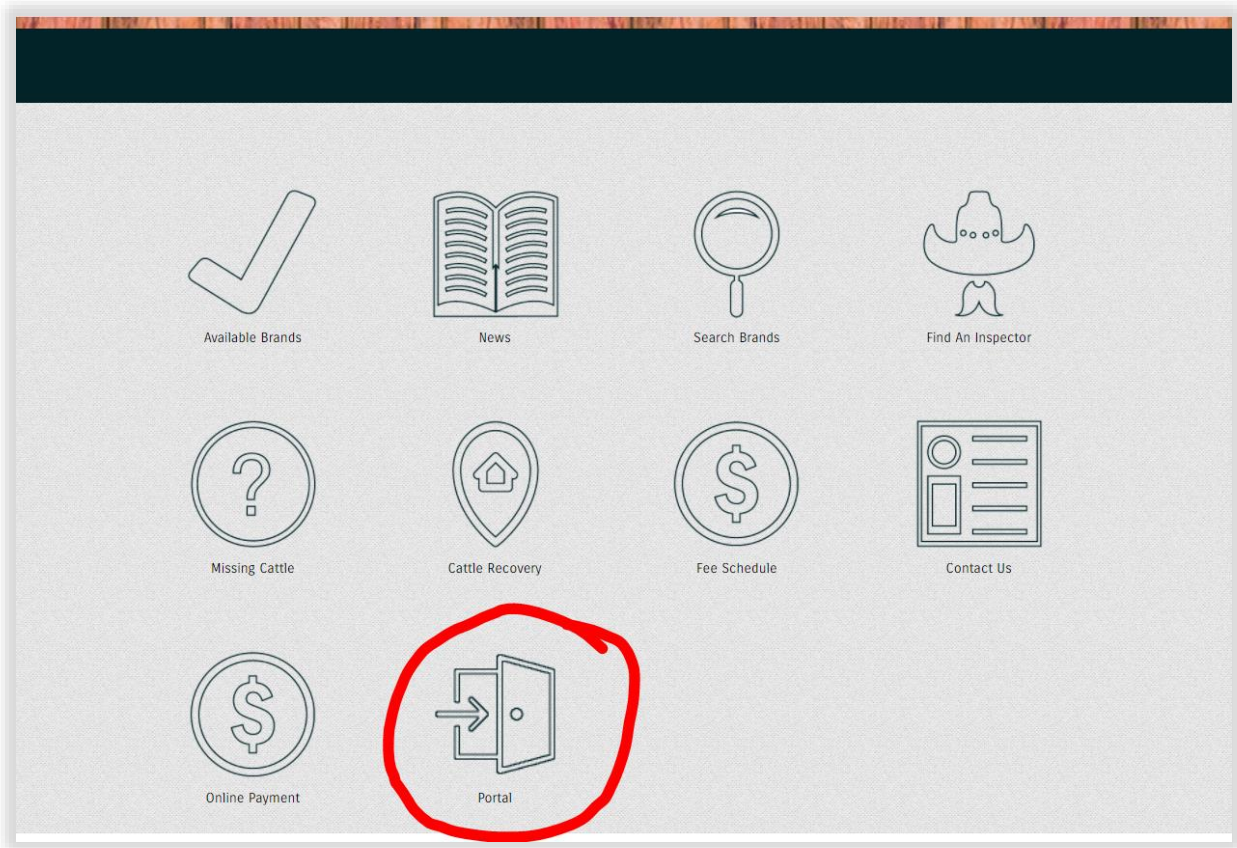
This account will allow for producers to see what Brands they have and the status of those brands, be able to update contact information for the brands, view inspections and clearances that were made on the producer's account, as well as renew the brands online!

More capabilities will be added to the Portal in time.

To access the Portal, producers will visit the NBC website at nbc.nebraska.gov. Once on the page there are two places to find the Portal: on the black ribbon across the middle of the page or the Open-Door Icon near the bottom of the page.

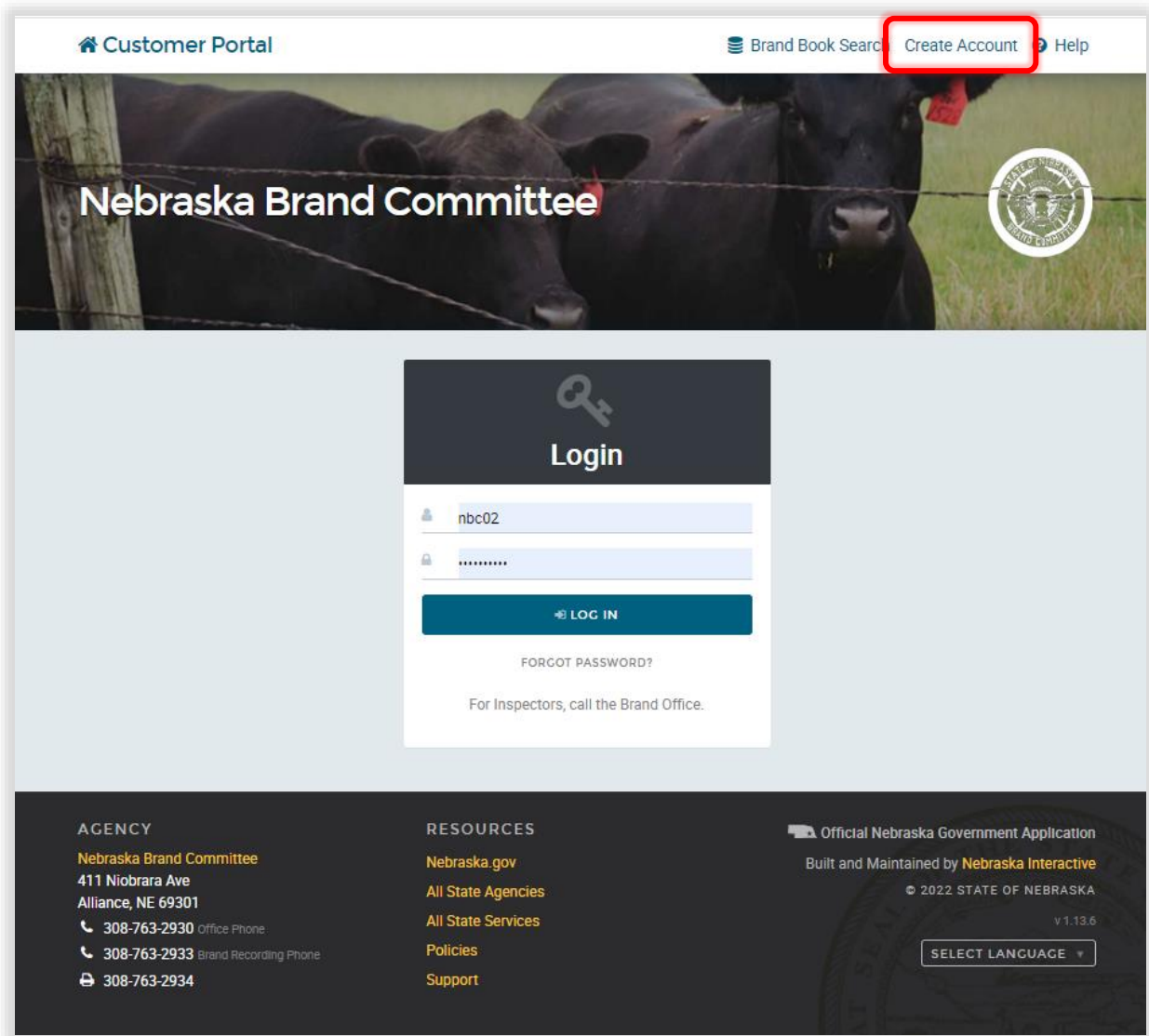
nbc.nebraska.gov





After clicking on one of those it will take you to the login page

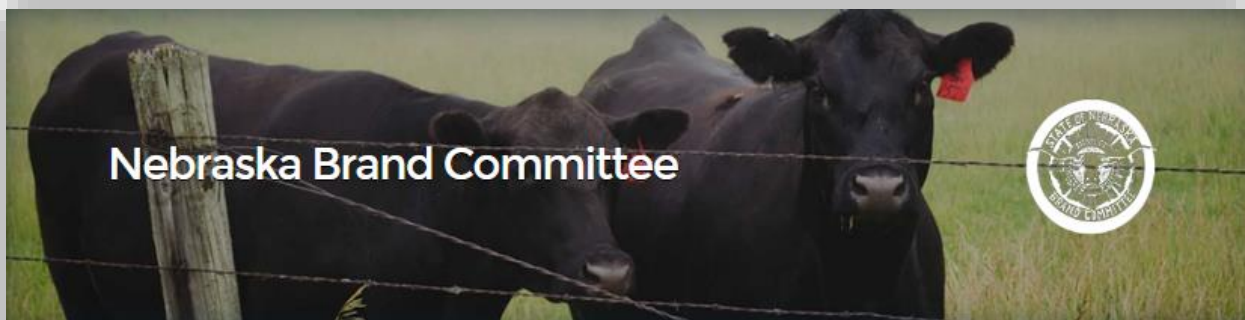
- At the top of the page will be the “Create Account” option for first time registering. Once registered you can use the Login section.
- Or use the main login once your account has been approved.



Selecting the “Create Account” will require the Producer to have exact information when starting their account: mainly the EXACT name (first middle and last) the brand is registered in and the producer number. This information can be found in multiple places:

- Producer Search on the website
- Label information on the mailer
- Name and Producer number on any inspection certificates
- Header information on brand renewal letters
- Asking a brand inspector to look it up on their ipads
- Calling the NBC office staff

Once this information is available, the producer can then fill out the required data fields.



Request a Customer Portal Account

Please note!

Requesting an account is currently only available to Nebraska residents at this time.

Type *

- Individual
 Corporation

Producer Number [i](#) *

First Name *

Middle Name

Last Name *

State *

Nebraska [v](#)

Driver's License Number *

Username *

Email Address *

Password *

Password Confirmation *

[i](#) Password must contain:

- Between 8-12 characters
- At least one uppercase and one lowercase letter
- At least one number
- At least one special character !@#\$\$%*()

Applying for a Producer Portal account will either be for an individual or a company.

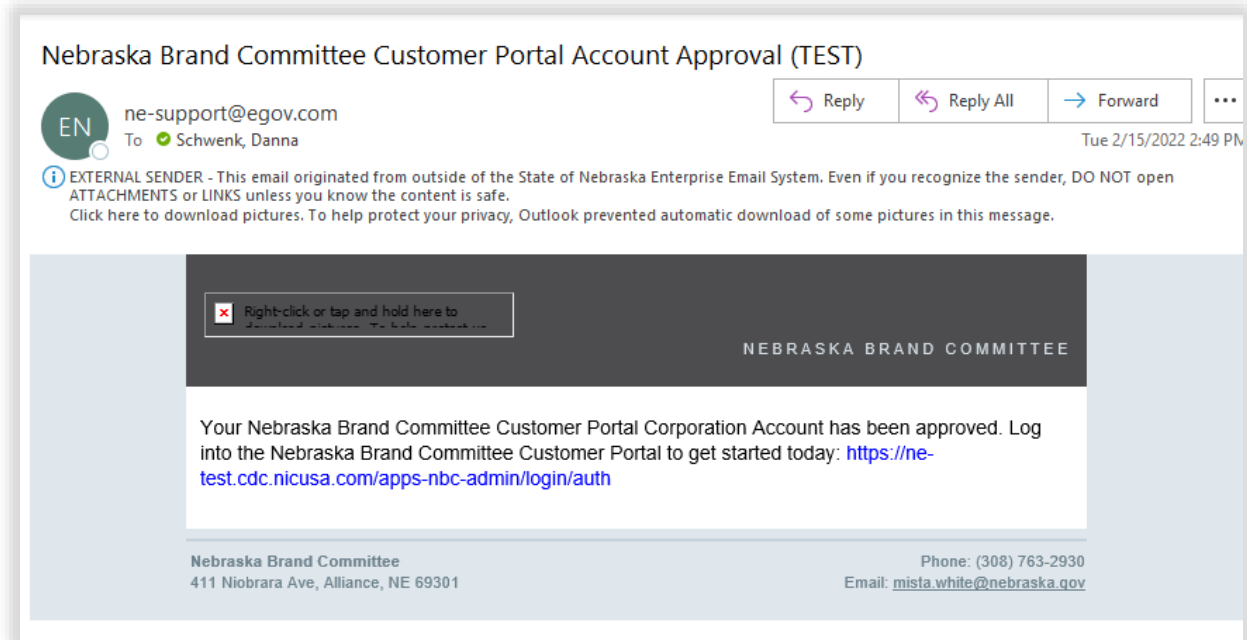
- The individual will use their Nebraska driver's license to validate their account and can complete the whole transaction by themselves.
- When a company applies for a Portal Account, NBC Administrators will validate based on their Nebraska Secretary of State filing number.

- Numbers can be found at:

<https://www.nebraska.gov/sos/corp/corpsearch.cgi?nav=search>

Once registration is completed, a login link will appear at the top of the page for the individual producer.

Corporate producer will need for NBC ADMIN staff to approve their registration. This could take up to 24 hours. The producer will see this emailed message to the Company email address used:



The Corporate producer can then log in with the link on this email or by going back to the original page.




LOGGED IN

Now that you're registered and have logged into your account you will have access to your personnel file in which you can update everything except the name.

- 1) Add on your email address
- 2) Add on any change of address including adding in a mailing address that or a
- 3) Billing address that could be different than the actual physical address where inspectors would be sent.
- 4) Check the box to Opt in for Email notifications. This will essentially send all brand correspondence for brand renewals, certificates, communications to the email address that you already added.
- 5) You can update the correct phone number and add on an alternative (mobile) phone number too.

A The Brand Record:

All brands the producer record is included on will show up on the list of brands.

Brand	Location	Role	Owners	Renewal Date	Status
 40194.00 VIEW BRAND	L-SRH	OWNER	HUDSON HILL FARM , DANNA SCHWENK	03/31/2023	ACTIVE
 40180.00 VIEW BRAND	L-S	OWNER	DANNA SCHWENK	03/31/2024	ACTIVE
 40186.00 VIEW BRAND	R-SRH	OWNER	DANNA SCHWENK	06/30/2024	ACTIVE

Select the “View Brand” to see detailed information or to renew.

All of the Brands characteristics are included. Most notable though if there are multiple owners on the brand account the (1) “Mail To” selector can be adjusted to whomever is the main recipient of the information.

The Brand configuration of symbols and configurations are viewable in the left dark window for how the brand is ordered in the Brandabetical listing.

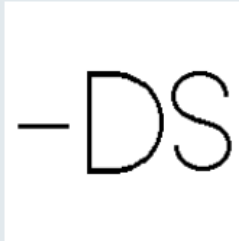
All of the financial transactions relating to this brand will be visible in the “Transactions” window.

At the bottom you have the option of viewing or printing the “Certificate of Ownership” which is especially necessary after you have renewed a brand,

Brand Record 40194.00

Renewal Date 03/31/2023

← BACK



ACTIVE

Character 1	
Symbol	Configuration
BAR	None
Character 2	
Symbol	Configuration
D	None
Character 3	
Symbol	Configuration
S	None

Location	Legal Ownership	Brand Type
L-SRH	INDIVIDUAL	HOT
Counties of Use		
ARTHUR, KEITH, LINCOLN		

Mail To	Name	Role
<input checked="" type="radio"/>	HUDSON HILL FARM	OWNER
<input type="radio"/>	DANNA SCHWENK	OWNER

1

Transactions

ID	Cert #	Date / Time	Application #	Description	Payment	Amount
53482	181177	01/07/2022 1:43:47 PM MST	181172	NEW BRAND - HOT ONLY	CHECK/MO 3443	\$150.00

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CERTIFICATE OF OWNERSHIP

CANCEL

For those with brands 60 days out from expiring, you will also see an option for “Renew” which allows you to renew and pay online. **See Renewing Online Section at the end.**

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CERTIFICATE OF OWNERSHIP

RENEW

CANCEL

B Local Inspections:

All inspections that were performed after the electronic inspection system was implemented in 2018 should appear in this list of local inspections that were created.*

Inspections										
← RETURN TO PRODUCER PAGE										
Record #	Record Date	Producer	Buyer(s)	Seller	Inspector	Inspection Type	Head Count	Method of Payment	Status	Order ID
1F2693F6	07/28/2021	None	BEN GUECK /TRES	1 LILLY RANCH INC	SAM.DELEON@EGOV.COM (dac39c67-d862-4116-b29c-e0ab8bcfc1bc)	LOCAL	75	CREDIT CARD (ON THE GO)	ACTIVE	None
A08DEBE7	07/28/2021	1 LILLY RANCH INC	None	None	SAM.DELEON@EGOV.COM (dac39c67-d862-4116-b29c-e0ab8bcfc1bc)	LOCAL	75	CHECK (ON THE GO)	ACTIVE	None
26832C6F	07/28/2021	1 LILLY RANCH INC	None	None	SAM.DELEON@EGOV.COM (dac39c67-d862-4116-b29c-e0ab8bcfc1bc)	LOCAL	75	INVOICE	ACTIVE	C00181680
C71AF592	07/28/2021	None	BEN GUECK /TRES	1 LILLY RANCH INC	SAM.DELEON@EGOV.COM (dac39c67-d862-4116-b29c-e0ab8bcfc1bc)	LOCAL	75	INVOICE	ACTIVE	C00181708
FE8581CC	07/28/2021	1 LILLY RANCH INC	None	None	SAM.DELEON@EGOV.COM (dac39c67-d862-4116-b29c-e0ab8bcfc1bc)	LOCAL	75	CREDIT CARD (ON THE GO)	ACTIVE	None

*Locals and cutbacks created on paper inspections will not be included on this list.

C Sale Ring Clearances

These clearances are only available for BUYERS of the cattle that resulted in a document being generated for the purchaser. This does not include cattle for consigners that brought cattle to be sold.

Clearances

[← RETURN TO PRODUCER PAGE](#)

Record # ⌵	Record Date ⌵	Buyer(s) ⌵	Inspector ⌵	Sale Barn ⌵	Head Count ⌵	Status ⌵
8F3FD045	05/25/2022	DANNA SCHWENK	nbc11	OGALLALA LIVESTOCK AUCTION MARKET, INC.	75	ACTIVE
A12F5AEC	05/25/2022	DANNA SCHWENK	nbc11	3-STATE STOCKYARDS, INC.	48	ACTIVE
E95C4870	05/25/2022	DANNA SCHWENK	nbc11	HUSS LIVESTOCK MARKET, LLC	318	ACTIVE

Renewing Brands Online

From the Brand list, you'll be able to see which need to be renewed. Click on subsequent Brand and if its within the 60 days of its expiration the "RENEW" option will be visible at the bottom of the page.

Renewal Date 03/31/2022

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Location
R-SRH

Legal Ownership
None

Brand Type
HOT & FREEZE

Counties of Use
MERRICK

Mail To	Name	Role
<input checked="" type="radio"/>	HOLEE K HANKE	OWNER

Character 1

Symbol	Configuration
I	None

Transactions

ID	Cert #	Date / Time	Application #	Description	Payment	Amount
8710	None	06/13/2017 4:50:04 PM MDT	None	CORRECTION	ADMIN OVERRIDE INITIAL DATA LOAD	

← BACK CERTIFICATE OF OWNERSHIP **RENEW** CANCEL

This will put you into the Nebraska.gov payment windows.

You will simply need to follow the instructions on screen stepping through each section in order.

Typically there is an ACH charge or a credit card processing fee associated with online payment services, however NBC has contracted to absorb these costs into the price of the renewal. SO it does not matter which payment method you prefer to use, ACH Check or Credit Card.

NEBRASKA.GOV
Official Nebraska Government Website

FAQ

1 Payment Type > 2 Customer Info > 3 Payment > 4 Submit Payment

Transaction Detail

The following amounts will be remitted back to the agency.

SKU	Description	Unit Price	Quantity	Amount
BRANDREN	Brand 08780.00 Renewal	\$50.00	1	\$50.00
Total				\$50.00

Transaction Summary

Brand 08780.00 Renewal	\$50.00
Nebraska.gov Total	\$50.00

Need Help?

Select Payment Type, then Next to proceed. You will receive a receipt at the end of your successful payment transaction.

Payment

Payment Type

Payment Type *

Next >

Customer Information

Payment Information

Payment Type

Payment Type *

✔
Next >

Select if this payment IS being funded specifically by a FOREIGN source (bank or company), an International ACH Transaction ("IAT").

Customer Information

Payment Information

The name on the e-payment does not need to match the name of the Brand Owner(s).

NEBRASKA.GOV
Official Nebraska Government Website Edit

Electronic Check

Customer Information

Complete all required fields [*]

Country *
United States

First Name *
Holee

Last Name *
Hanke

Company Name

Address *
12345 W Portal

Address 2

City *
Lemoyne

State *
NE - Nebraska

ZIP/Postal Code *
69146

Phone Number *
555-555-5555

Email * ?
danna.schwenk@nebraska.gov

Next >

Customer Information



Edit

Address

Holee Hanke
12345 W Portal
Lemoyne, NE 69146

Phone Number

555-555-5555

Country

United States

Email Address

danna.schwen@nebraska.gov

Payment Information

Complete all required fields [*]

Name on Account *

Holee Hanke



This is a business account.

Routing Number *

111000025



Account Number * ?

1111111111111111



BANK OF AMERICA, N.A.



012345678
Routing Number

01234567890
Account Number

Re-enter Account Number. *

1111111111111111



Checking Savings

Next >

When finalizing the transaction, it is very common to miss the check box that “authorizes the transaction” at the bottom of the page.

NEBRASKA.GOV
Official Nebraska Government Website

Electronic Check

Customer Information ✓

[Edit](#)

Address Holee Hanke 12345 W Portal Lemoyne, NE 69146	Phone Number 555-555-5555
Country United States	Email Address danna.schwenk@nebraska.gov

Payment Information ✓

[Edit](#)

Electronic Check ****1111	Name on Account Holee Hanke
-------------------------------------	---------------------------------------

Terms and Conditions [Open a new window to print](#)

authorization, I may contact Nebraska.gov at 800-747-8177.


7. I understand the Originating ID for this transaction is “”. Please make sure your banking institution has released any debit blocks (if applicable) for this ID to ensure successful payment.

8. I (we) agree that ACH transactions I (we) authorized comply with all applicable NACHA Rules and all applicable US law and the laws governing Nebraska.gov’s state.

Yes, I authorize this transaction.

Verification


I'm not a robot



reCAPTCHA
Privacy - Terms

[Cancel](#) [Submit Payment](#)

Customer Portal Brand Book Search Log Out Help



Nebraska Brand Committee

Producer Record

Success!
Your payment was successfully processed. A receipt has been sent to the email provided.

SAVE

INDIVIDUAL

First Name	Middle Name	Last Name	Suffix
HOLEE	K	HANKE	

Contact Type	Phone Primary	Phone Alternate
	(308) 795-2248	

Email

Production Sale Agreement
Not In Place

Status
ACTIVE

Producer Type
INDIVIDUAL


Type
None

Once your payment has been successfully processed, you will be able to revisit the brand in question and print the updated "Certificate of Ownership" found at the bottom.

Should any issues arise with the online renewal, please keep the attached email receipt as proof of completed purchase.

File Message Help Acrobat Tell me what you want to do

Brand Renewal Receipt


no-reply@egov.com
 To

10:07 AM

EXTERNAL SENDER - This email originated from outside of the State of Nebraska Enterprise Email System. Even if you recognize the sender, DO NOT open ATTACHMENTS or LINKS unless you know the content is safe. If there are problems with how this message is displayed, click here to view it in a web browser.

Payment Receipt Confirmation

Your payment was successfully processed.
TEST ONLY

Transaction Summary

Description	Amount
Brand Renewal	\$50.00
Nebraska.gov Total	\$50.00

Transaction Detail

The following amounts will be remitted back to the agency.

SKU	Description	Unit Price	Quantity	Amount
BRANDREN	Brand 08780.00 Renewal	\$50.00	1	\$50.00
				\$50.00

Customer Information

Customer Name Holee Hanke
Company Name
Local Reference ID ec0c06bc57a140a28d4ebae796fce450
Receipt Date 2/18/2022
Receipt Time 11:06:43 AM CST

Payment Information

Payment Type Electronic Check
Account Number *****1111
Order ID 19736900
Billing Name Holee Hanke

Billing Information

Billing Address 12345 W Portal
Billing City, State Lemoyne, NE
ZIP/Postal Code 69146
Country US
Phone Number 555-555-5555
 This receipt has been emailed to the address below.
Email Address danna.schwenk@nebraska.gov