

## Bill Tracker Premium Services Agreement Application *for State Agency Free Access*

Please carefully read the information included in this BillTracker Premium Services Agreement - Application for Free Access, a services of Nebraska.gov. Complete pages 1 and 2 of this agreement, Sign and date below. Send pages 1 and 2 of the Agreement to Nebraska.gov. Keep a copy of the entire completed agreement for your files. Faxes, U.S. Mail, or the State Run Inter-office mail are acceptable.

Once Nebraska.gov has received your request for Free Access and your status as a State Entity has been established, you will be provided with a username and password to access BillTracker Premium Services for no charge. You will also be provided with access to a user manual with instructions on how to gain the most benefit from BillTracker Premium Services.

If you have any questions, please contact Nebraska.gov at (402) 471-7810 or Toll Free 1-800-747-8177.

I have read and agree to the terms and conditions of the Nebraska.gov BillTracker Premium Services Agreement.

### Agency Signature

Name (printed)	Title
Signature	Date

**For Office Use Only**

**Account #:** \_\_\_\_\_

**Customer Group:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Updated June 2018

*Please Keep a copy for your records.*

## Nebraska.gov Application for State Agency BillTracker Free Access

Please complete the following information to apply for the BillTracker Premium Services Agreement - Application for Free Access to the Nebraska.gov Service.

<b>Agency Contact</b>	<b>Agency Name:</b> _____ <b>Department (if applicable):</b> _____ <b>Contact Name:</b> _____ <b>Address:</b> _____ <b>Nebraska City, Zip Code:</b> _____ <b>Phone Number:</b> _____ <b>Fax Number:</b> _____ <b>Email Address:</b> _____
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### Requested User

Please list all individual's needing access to the BillTracker Premium Services through your account, include names and E-mail address so that a usernames can be assigned. If you require over 10 usernames please submit names and E-mail address on a separate sheet of paper and attach it to your application.

	Name	E-mail Address
1		
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Once your BillTracker Premium Services Agreement - Application for Free Access has been received and approved by Nebraska.gov, an account will be set up for your agency use. A username and password, along with access to a user manual will be provided so you may begin using this service. This information is placed in the U.S. Mail to the contact mentioned above. Usernames and passwords are not released via email or fax. **For lost or forgotten passwords please fax Nebraska.gov at (402) 471-7817 on Agency letterhead a request for Nebraska.gov** to call you back with your username and password. Please indicate you are a State Agency with a BillTracker Premium Services Agreement, if account number or username is available this information would help in speeding up the process of obtaining your password information. All other questions should be directed to the Nebraska.gov Help Line (402) 471-7810.

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