ADDING AND DELETING EMPLOYEES

Nebraska Child Support Payment Center

Bugeaters LLC - Friday, December 12, 2025

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Employer Info

Click here to add and delete employees.

Login

Please review the information below.

You can update or correct your information by clicking on the following link:

Update Employer Information

Employer Information

Company Name: Bugeaters LLC

Address: 1 Grasshopper Lane
Lincoln , NE 68599

Phone: 000-000-0000

Fax: 000-000-1111

Primary Contact

Name: William Kid

Address: 1 Grasshopper Lane
Lincoln, NE 68599

Phone: 000-000-0000

Fax: 000-000-1111

Email: bug@eaters.com

Secondary Contact

Name:

Address:

Phone:

Fax:

Email:

Payroll Processor

Company Name:

Address:

Phone:

Fax:

Email:

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Employee Add

First Name: Roger

Last Name: Rabbit

Suffix: Jr. (Jr., Sr., etc)

SSN: 0004499 OR Remittance Identifier: ____ (begins with 'AR')

Payroll Group: Monthly

Case Information

(Please list all cases you will be remitting payments for)

Add Case

Submit

Enter name, SSN or Remit ID and pick Payroll Group. **Add Case.**

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Employer Info

Employee Add

First Name: Roger

Last Name: Rabbit

Suffix: Jr. (Jr., Sr., etc)

SSN: 0004499! OR Remittance Identifier:
(begins with 'AR')

Payroll Group: Monthly

Case Information

(Please list all cases you will be remitting payments for)

Add Case

Case Identifier	Withholding Amount		
ca12222233445	100.00	Update Cancel	Delete
	Total: $0.00		

Submit

After adding Case Identifier and Withholding Amount, click on Update. Click on Submit.

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Employee Add

We have added Roger Rabbit Jr. to your Employee List!

If you have not reported this employee to the Nebraska State Directory of New Hires, please take a moment to do so now.

[Continue] [Report New Hire]

**If your employee has been reported to New Hire, click on Continue.
If not, click on Report New Hire.**

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Employee List

Please list all employees for whom you are currently remitting Nebraska child support payments.

When your employee list is complete, click on Make a Payment.

Add an Employee

Name	SSN (Last 4)	Remittance ID	Payroll Group	Amount	Delete this Account?
Dudd, Elmer	1111		Weekly	$100.00	Delete
McFarlane, Toodles	6666		Bi-Weekly	$1.00	Delete
Rabbit Jr., Roger	9999		Monthly	$100.00	Delete

Click here to add more employees.

When finished, click any of these to exit Employee List.

MAKE A PAYMENT – DEBIT & WEB

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Make a Payment - Select Bank Account

Select Bank Account

	Routing	Account (Last 4)	Account Type	Account Nickname	Last Account Used	
Select	000000000	0000	Checking	Favorite Account		
Select	111111111	1111	Savings	Least Favorite Account		
Select	222222222	2222	Checking	Test Nick		
Select	333333333	3333	Checking	Testing audit		

Add an Account

Debit Date (Date you wish to have funds debited from your account)

<	December 2025					>
Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

(Next)

Note: To change or remove an account, please contact the NCSPC.

Select the Bank Account by clicking on 'Select'.

Select the Debit Date to have the payment debited from your account.

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Make a Payment - Selection Criteria

(Step 2 of 4)

Please select one of the following:

- ● All Employees
- ○ Employees from Prior Payment   [Select a Prior Payment ▾]
- ○ Payroll Group   [Select Payroll Group ▾]
- ○ Start with a Blank Form

Pay Date: [12/12/2025] ▦ (Date of employee's paycheck)

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Date your employee(s) will receive credit for the payment

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Make a Payment - Select Employees

(Step 3 of 4)

The following employees were pre-selected based on the selection criteria entered from the previous screen.

Name	SSN (Last 4)	Remittance ID	Payroll Group	Pay Date	Amount		
Dudd, Elmer	1111		Weekly	12/12/2025	$100.00	Edit	Remove
McFarlane, Toodles	6666		Bi-Weekly	12/12/2025	$1.00	Edit	Remove
Rabbit, Roger Jr.	9999		Monthly	12/12/2025	$100.00	Edit	Remove
				Total:	$201.00		

Add an additional entry to this Payment: [Select Employee ▾] Refresh

[Back] [Next]

Review the list. You may add an employee from your Employee List. Click 'Next'.

MAKE A PAYMENT– DEBIT & WEB

A Division of the Nebraska State Treasurer's Office

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Make a Payment - Verify Payment

(Step 4 of 4)

Payment Verification:

Name	SSN (Last 4)	Remittance ID	Payroll Group	Pay Date	Amount
Dudd, Elmer	1111		Weekly	12/12/2025	$100.00
McFarlane, Toodles	6666		Bi-Weekly	12/12/2025	$1.00
Rabbit, Roger Jr.	9999		Monthly	12/12/2025	$100.00
				Total:	$201.00

A payment of $201.00 will be debited from account 0000 on 12/16/2025.

By clicking on the **Submit Payment** button, you are agreeing to the Nebraska Child Support Payment Center's Disclaimer Policy.

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Click on the 'Submit Payment' button.

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Make a Payment - Payment Confirmation

You have successfully completed your payment!
(Please print this confirmation for your records)

Debit Date: 12/17/2025   Reference Number: 968049495

Name	SSN (Last 4)	Remittance ID	Payroll Group	Pay Date	Amount
Dudd, Elmer	1111		Weekly	12/12/2025	$100.00
McFarlane, Toodles	6666		Bi-Weekly	12/12/2025	$1.00
				Total:	$101.00

(Print Confirmation) (View Payments)

Click on the 'Print Confirmation' button if you would like a hard copy receipt.

View Payments

Payment History:

Status	Receipt Date	Reference #	Amount		
Pending	12/17/2025	968049495	$101.00	View Details	Delete

If the payment is still in 'Pending' status, you may delete it to not send it at all, or to make corrections.