

How to change County Clerk for Marriage Licenses:

1. First please login into Nebraska NX <https://vrers-dhhs.ne.gov/websvcvrers>. Once you have login, please go to the Tools tab, and click on Search then click on County Marriage Clerk.



2. Once you have clicked on County Marriage Clerk you should see the menu search information.

A screenshot of the search interface for County Marriage Clerk. The page title is 'Search (County Marriage Clerk)'. There are two tabs: 'Search Criteria' (active) and 'Search Result'. The search criteria form is organized into three columns. The first column contains 'County Clerk ID', 'County', 'Address', and 'Modify Date'. The second column contains 'Name, Title', 'City', 'File Date', and 'Modified By'. The third column contains 'Office Location', 'Zip Code', 'Fee', and 'Is Active'. There are 'Clear' and 'Search' buttons at the top right of the form. The 'Is Active' field has a dropdown menu with 'T' selected.

- Please enter the county that you reside in under the county box or you may search by the name of who is the county clerk that is listed for residing county you need to change. Then please click search.

Search (County Marriage Clerk)

Search Criteria
Search Result

| | | |
|---|--|--|
| <p>County Clerk ID</p> <input style="width: 95%; height: 20px;" type="text"/> <p>County</p> <input style="width: 95%; height: 20px; background-color: yellow;" type="text"/> <p>Address</p> <input style="width: 95%; height: 20px;" type="text"/> <p>Modify Date</p> <input style="width: 95%; height: 20px;" type="text"/> | <p>Name, Title</p> <input style="width: 95%; height: 20px;" type="text"/> <p>City</p> <input style="width: 95%; height: 20px;" type="text"/> <p>File Date</p> <input style="width: 95%; height: 20px;" type="text"/> <p>Modified By</p> <input style="width: 95%; height: 20px;" type="text"/> | <p>Office Location</p> <input style="width: 95%; height: 20px;" type="text"/> <p>Zip Code</p> <input style="width: 95%; height: 20px;" type="text"/> <p>Fee</p> <input style="width: 95%; height: 20px;" type="text"/> <p>Is Active</p> <input style="width: 95%; height: 20px; text-align: center;" type="text" value="T"/> |
|---|--|--|

Clear
Search

- Next you should see the current county clerk information. I have blocked out the current Webster County clerk for security issues. Once you see the information for the county clerk please display.

Search (County Marriage Clerk)

Search Criteria
Search Result

Flat View
Images: 0
Notes: 0
Display

| Group By: | | | | | | | | | | |
|-----------------|-------------|---------------------------|---------|-----------|----------|-------------|-----------|-----|------------------|--|
| County Clerk ID | Name, Title | Office Location | County | City | Zip Code | Address | File Date | Fee | Modify Date | |
| 26 | [REDACTED] | Webster County Courthouse | Webster | Red Cloud | 68970 | 621 N Cedar | | | 04/19/2023 00:00 | |

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1 - 1 of 1 Items

5. Once display you may change any of the open field's information that you need to change. Such as county clerk name and address and then click Save. This information will update your license for the correct information and give you the control to do any sort of updating without having to wait for assistance. If you have any questions, please see below the contact information.

County Marriage Clerk: 26

Image count: 0 Notes count: 0 Alerts: 0 Save

County Clerk

System

| | | |
|-------------|-------------|-----------|
| Modify Date | Modified By | Is Active |
| 04/19/2023 | 34090 | T |

County Information

| | | |
|-------------|---------------------------|-------------|
| Name, Title | Office Location | County |
| [REDACTED] | Webster County Courthouse | Webster |
| City | Zip Code | Address |
| Red Cloud | 68970 | 621 N Cedar |
| | | File Date |
| | | Fee |

Marriage/Dissolution Clerk: Tracy Beranek

Direct Office Line: 402-471-2872

Email: dhhs.marriageanddissolution@nebraska.gov

Office Hours: 6am to 2:30pm

If you have any questions regarding marriage licenses, **that are not IT related questions** please call Tracy.

Blue Lined Paper: Kimberly Lueth

Direct Office Line: 402-471-2873

Email: Kimberly.lueth@nebraska.gov

Office Hours: 8am to 3:30pm

Please contact Kimberly for any Blue Lined Paper reorders. THIS IS OPTIONAL NOT REQUIRED

New User Adds, Update County Information, or IT related questions: Amanda Chrisp or John Scdoris

Help Desk Line 402-471-8275

Direct Office Lines: Amanda 402-471-0923 and John 402-471-0870

Email: dhhs.vitalrecordshelpdesk@nebraska.gov

Office Hours: 7am to 4:30pm