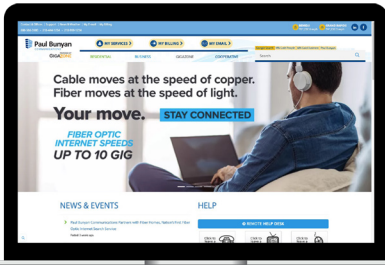




How To Register Your Account in SmartHub (Web)

STEP 1



From our home screen, click on the **My Billing** menu.

STEP 2



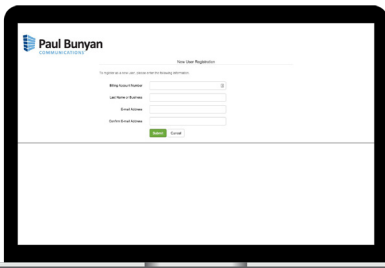
On the next screen, click on the **My Billing Online Account** button.

STEP 3



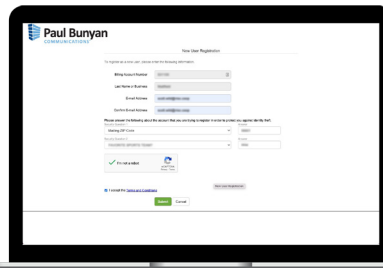
From the SmartHub login screen, click on the **New User? Sign up to access our Self Service site link**.

STEP 4



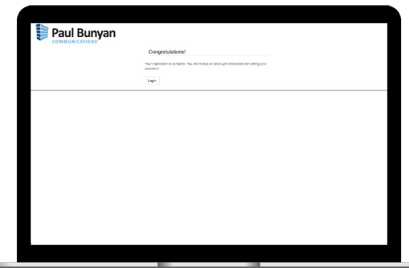
Fill out the registration completely and click the **Submit** button.

STEP 5



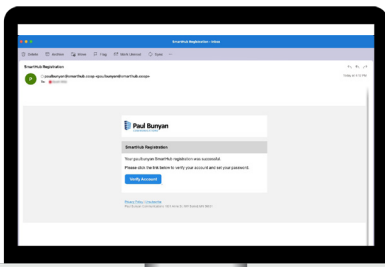
Enter the requested account information in order to verify your identity and click **Submit**. Answers must match account info exactly.

STEP 6



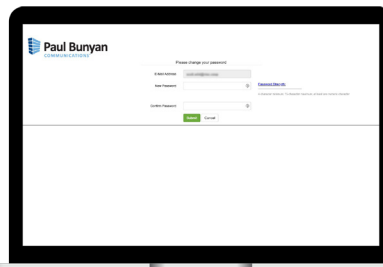
When successful, you'll get a congratulations notification like this.

STEP 7



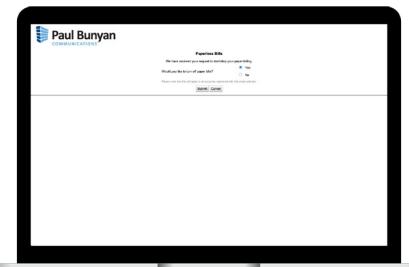
Check your inbox for an email that will contain a button asking you to **Verify Account**.

STEP 8



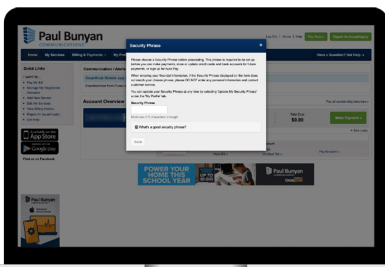
You will then be taken to a screen asking you to set your new password.

STEP 9



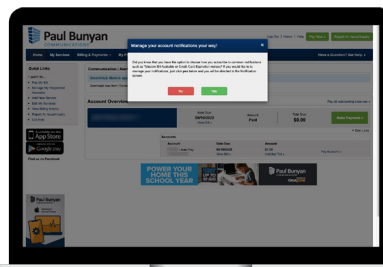
After you set your password, you'll be asked if you want to try Paperless Billing. Click **Yes** and **Submit** to activate.

STEP 10



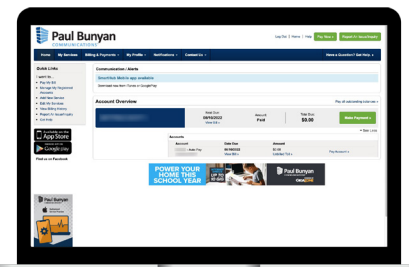
The next step will be to set your security phrase. Once you have done that, you are ready to use SmartHub!

STEP 11



Finally you will be asked to manage your notification settings to customize that way we communicate with you.

STEP 12



Congratulations! You have successfully registered your account. Browse around and see all the ways to save time and money.