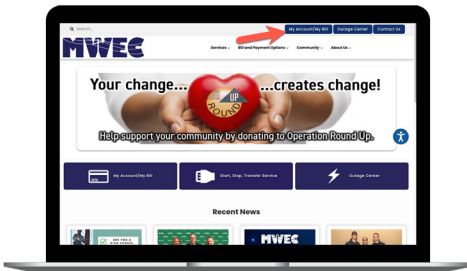




How To Register Your Account in SmartHub (Web)

STEP 1



Click on the **My Account/MyBill** button located in the upper right corner of the home page on our website.

STEP 2



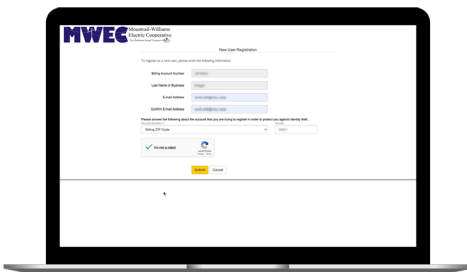
From the login screen, click on **Sign up to access our Self Service site**.

STEP 3



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

STEP 4



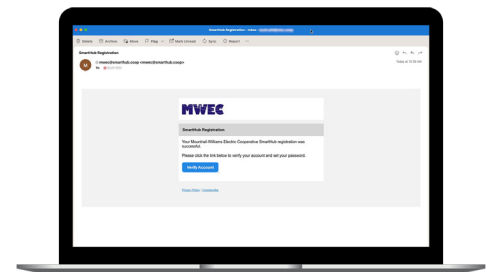
Enter the requested account information in order to verify your identity and click **Submit**. Answers must match account info exactly.

STEP 5



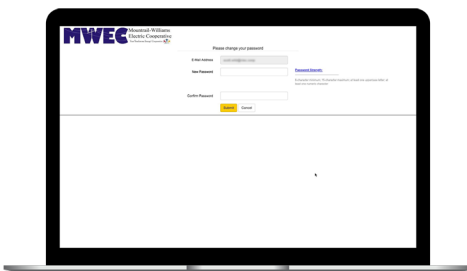
When successful, you'll get a congratulations notification like this.

STEP 6



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

STEP 7



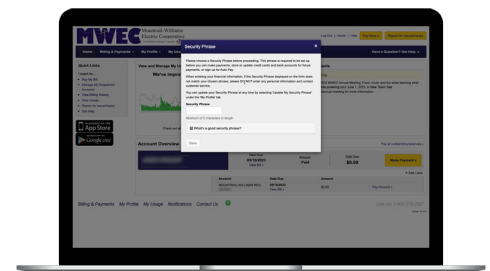
You will then be taken to a screen asking you to set your new password. Enter your password twice and click the **Submit** button.

STEP 8



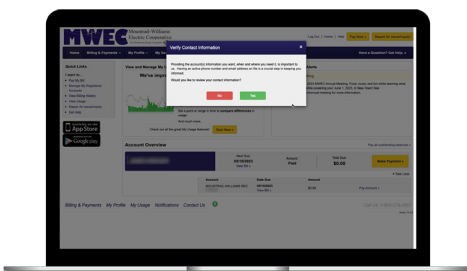
Next you'll be asked if you want to try Paperless Billing. To opt-in select **Yes** and **Submit**.

STEP 9



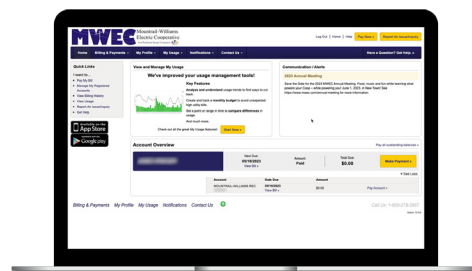
Finally, you will be asked to set your security phrase. Once you have done that, you are ready to use SmartHub!

STEP 10



You will also be reminded to check your contact information in the settings so that you can receive notifications from us.

STEP 11



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