



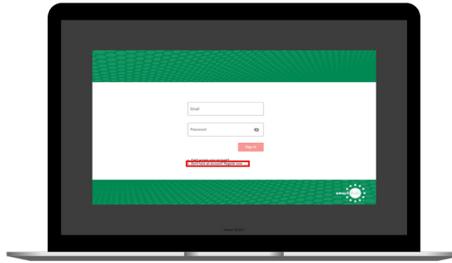
HOW TO REGISTER FOR SMARTHUB (web portal)

STEP 1



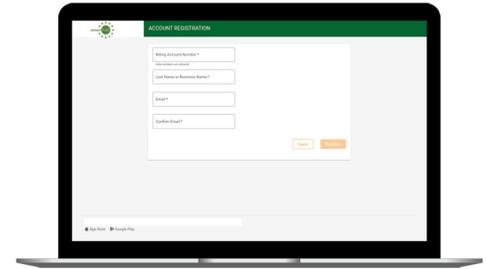
Access your SmartHub member portal from your providers website.

STEP 2



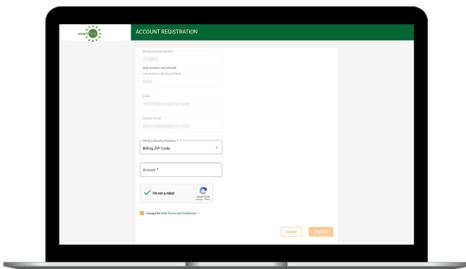
From the login screen, click on **Don't have an account? Register Now** link.

STEP 3



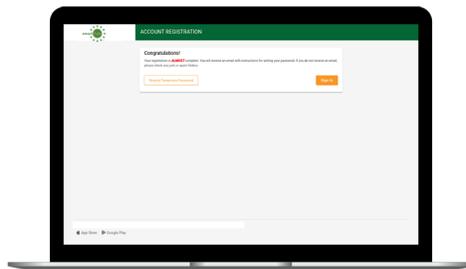
Fill out the registration form completely. Click the **Continue** button.

STEP 4



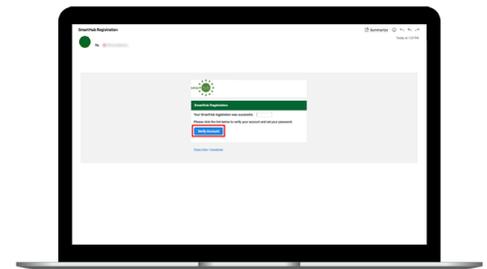
Enter the requested verification information and click the **Register** button. Answers must match account info exactly.

STEP 5



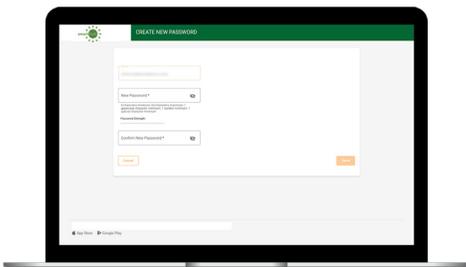
When successful, you'll get a congratulations notification. Instructions on how to continue have been emailed to you.

STEP 6



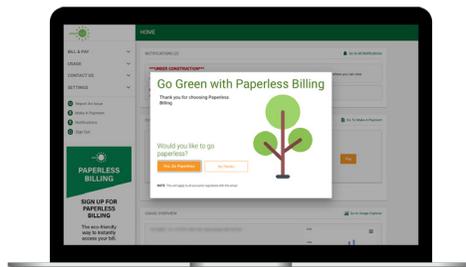
Check your inbox for a verification email. Click the **Verify Account** button to continue.

STEP 7



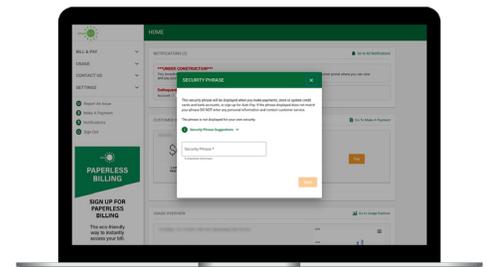
You will then be taken to a screen asking you to set your **new password**. Enter your password twice and click the **Save** button.

STEP 8



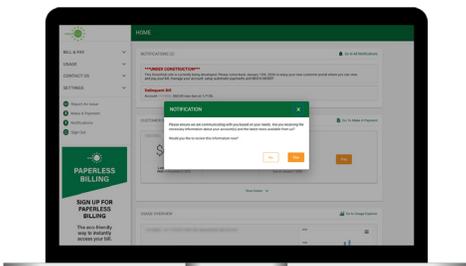
Next you'll be asked if you want to try Paperless Billing. To opt-in click on the **Yes, Go Paperless** button.

STEP 9



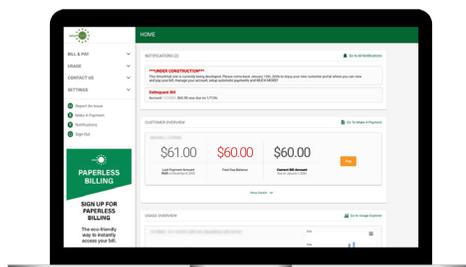
Next, you'll be asked to set a security phrase.

STEP 10



Finally, you may be asked to review your communication preferences.

STEP 11



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

Save time by managing your account anytime from anywhere!