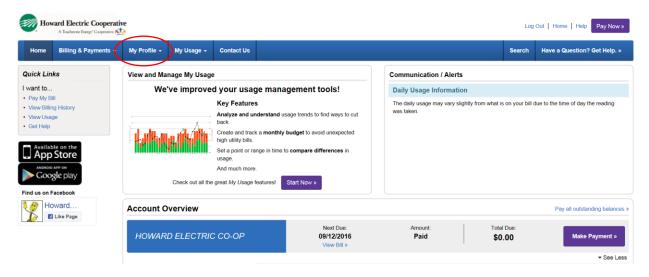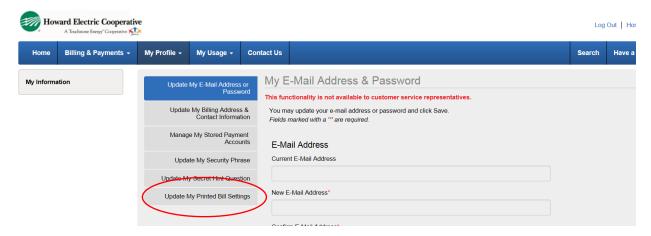## Go Paperless!

You can always call our office (660) 248-3311 and we can set your account up for paperless billing. To turn this option on through SmartHub follow the instructions below.

1. Log in to your SmartHub account. If you do not have a SmartHub account, follow these instructions to set one up.
2. Once logged in, click the "My Profile" tab in the blue ribbon at the top of the page.

3. Click the "Update My Printed Bill Settings" icon in the gray column on the left-hand side of the page.

4. Change the printed bill status from on to off. A pop up box will appear confirming the change. Click Yes.