STEP 1
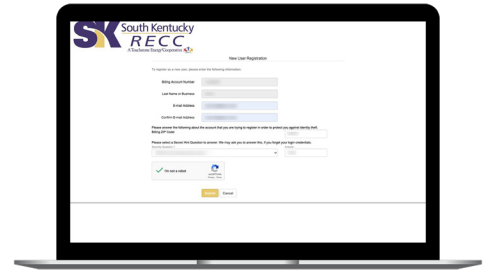

Click on the SmartHub registration button on our website. From the login screen, click on **Sign up to access our Self Service site**.
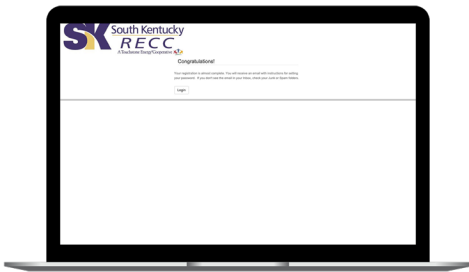
STEP 2

Fill out the registration form completely and click the **Submit** button.
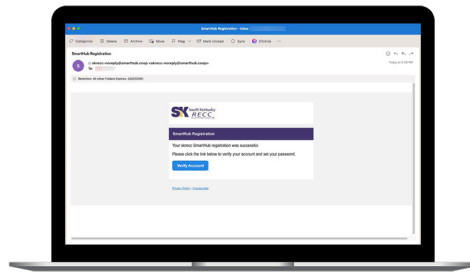
STEP 3

Enter the requested account information in order to verify your identity and click **Submit**. Answers must match account info exactly.
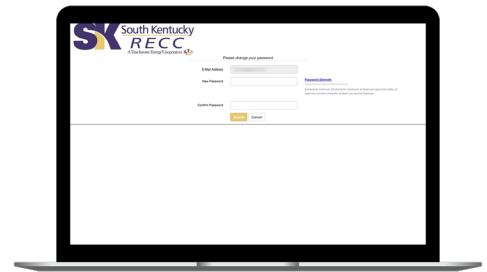
STEP 4

When successful, you'll get a congratulations notification like this.
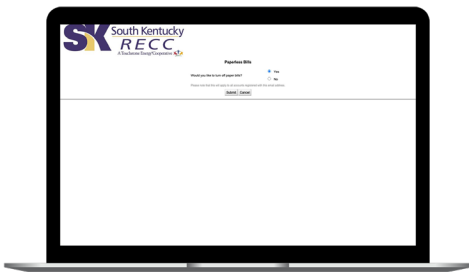
STEP 5

Check your inbox for an email that will contain a button asking you to **Verify Account**.
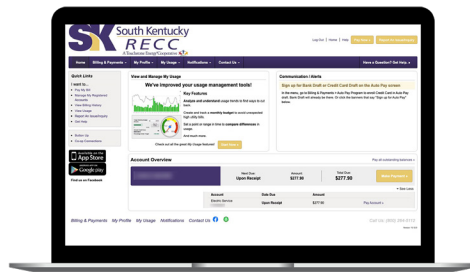
STEP 6

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 7

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

STEP 8

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