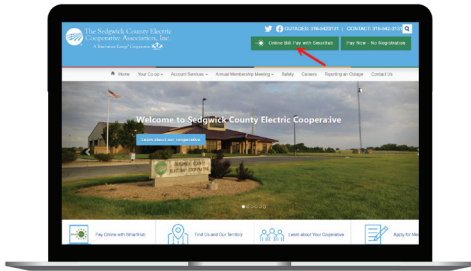




HOW TO Register Your Account in SmartHub (Web)

STEP 1



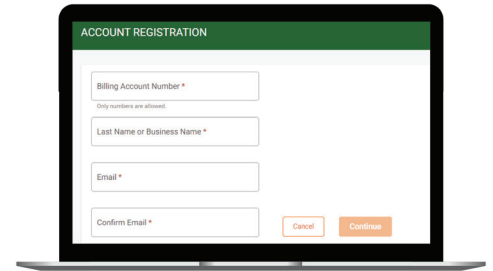
Click on the **ONLINE BILL PAY WITH SMARTHUB** button on our website.

STEP 2



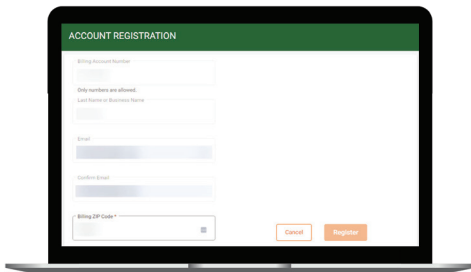
From the login screen, click on **DON'T HAVE AN ACCOUNT? REGISTER NOW** link.

STEP 3



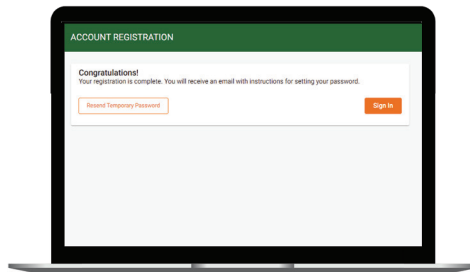
Fill out the registration form completely and click the **CONTINUE** button.

STEP 4



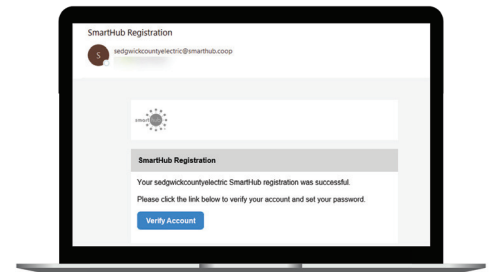
Enter the requested verification information and click the **REGISTER** button. Answers must match account info exactly.

STEP 5



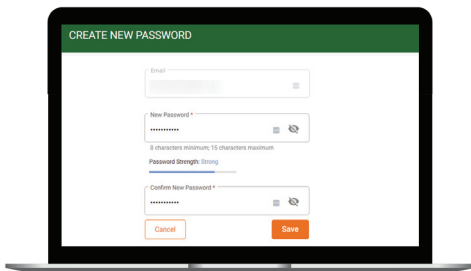
When successful, you'll get a congratulations notification. Instructions on how to continue have been emailed to you.

STEP 6



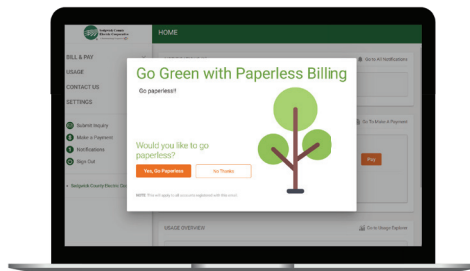
Check your inbox for an email that will contain a button asking you to **VERIFY ACCOUNT**.

STEP 7



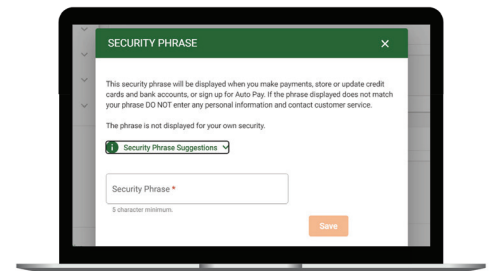
You will then be taken to a screen asking you to set your new password. Enter your password twice and click the **SAVE** button.

STEP 8



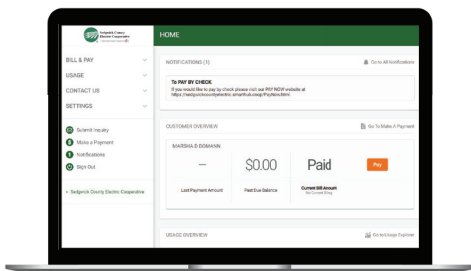
Next, you'll be asked if you want to try Paperless Billing. To opt-in click on the **YES, GO PAPERLESS** button.

STEP 9



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

STEP 10



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

Visit <https://www.sedgwickcountyelectric.coop/smarthub> for more information