

# **Register Your SmartHub Account (Web)**

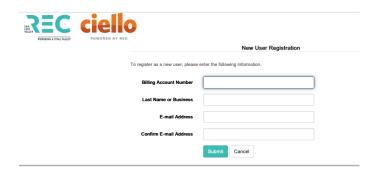
**Step 1:** From the SmartHub login screen, click on "Sign up to access our Self Service site".



### **Step 2:** Enter the following information:

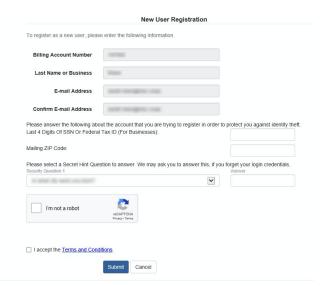
- · Your account number
- Your last name or business name as it appears on your bill
- The email you want to use for your SmartHub account

#### Then click Submit



**Step 3:** Enter the requested account information in order to verify your identity. Answers must match account info exactly.

#### Then click Submit



Step 4: If successful, you'll get a notification like this.

## Congratulations!

Your registration is complete. You will receive an e-mail with a temporary password. Use it to login and change your password.

**Step 5:** Check your inbox for an email that will contain your temporary password you need to first login to your account.



**Step 6:** Back on the login page, enter email and temporary password and click login.



**Step 7:** The first time you login, you'll be asked to change your password.



Congratulations! You are now logged into SmartHub.

