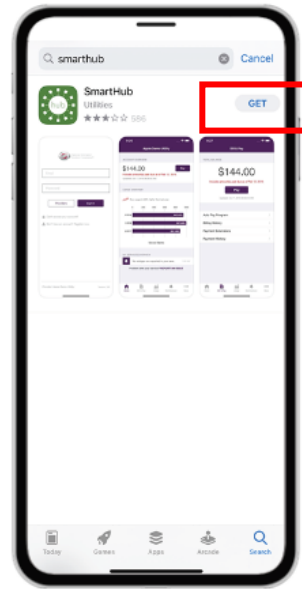
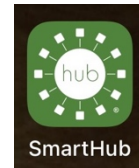


SMARTHUB ACCOUNT SET-UP (SMARTHUB WEB)

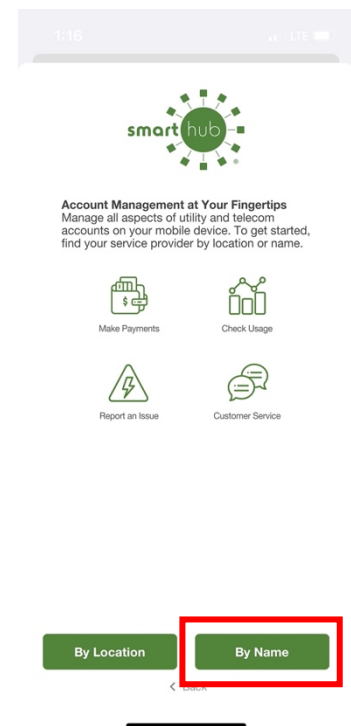
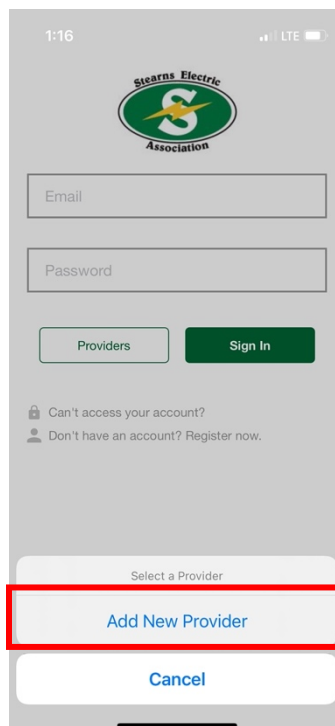
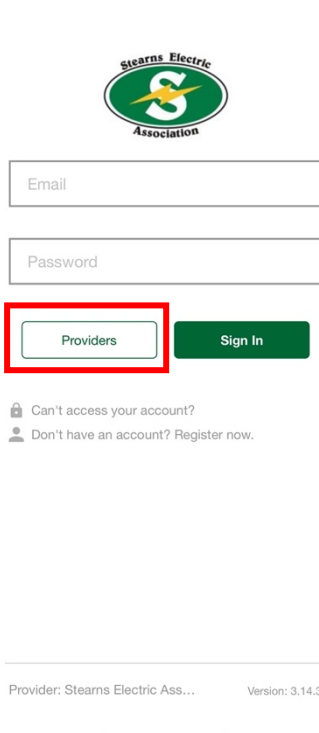
1. On your mobile device, open your app store application (Android: Google Play OR Apple: App Store)
2. Search for SmartHub and look for the SmartHub icon. Follow the instructions to install the app on your device.



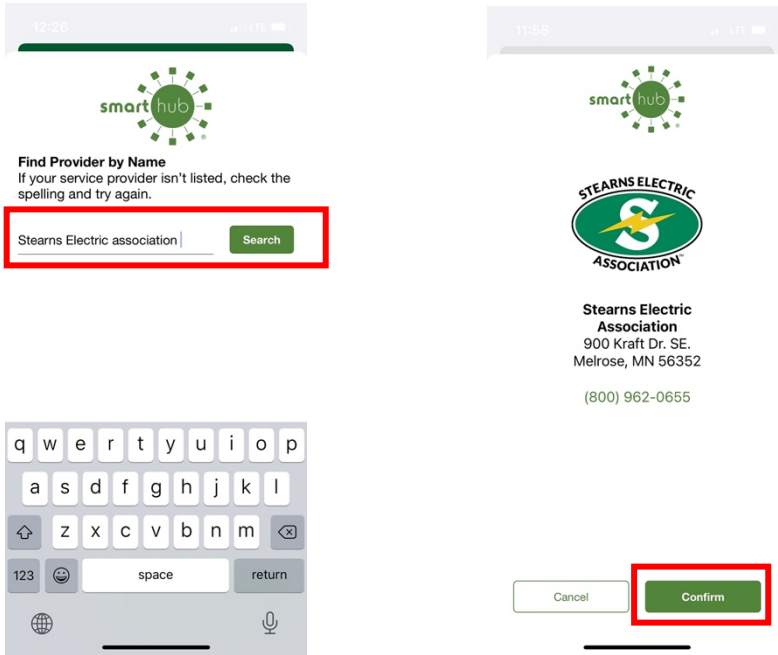
3. Once the app installs, tap the SmartHub icon on your mobile device to open the app.



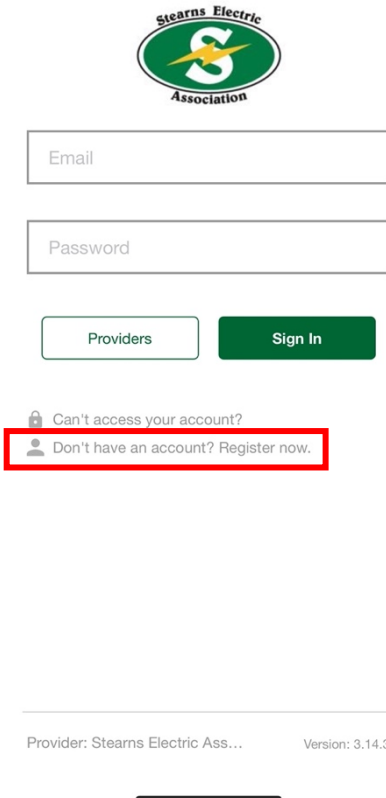
4. After SmartHub opens to the initial launch screen, tap **"Providers"** and then **"Add New Provider."** Search **"By Name"** at the bottom.



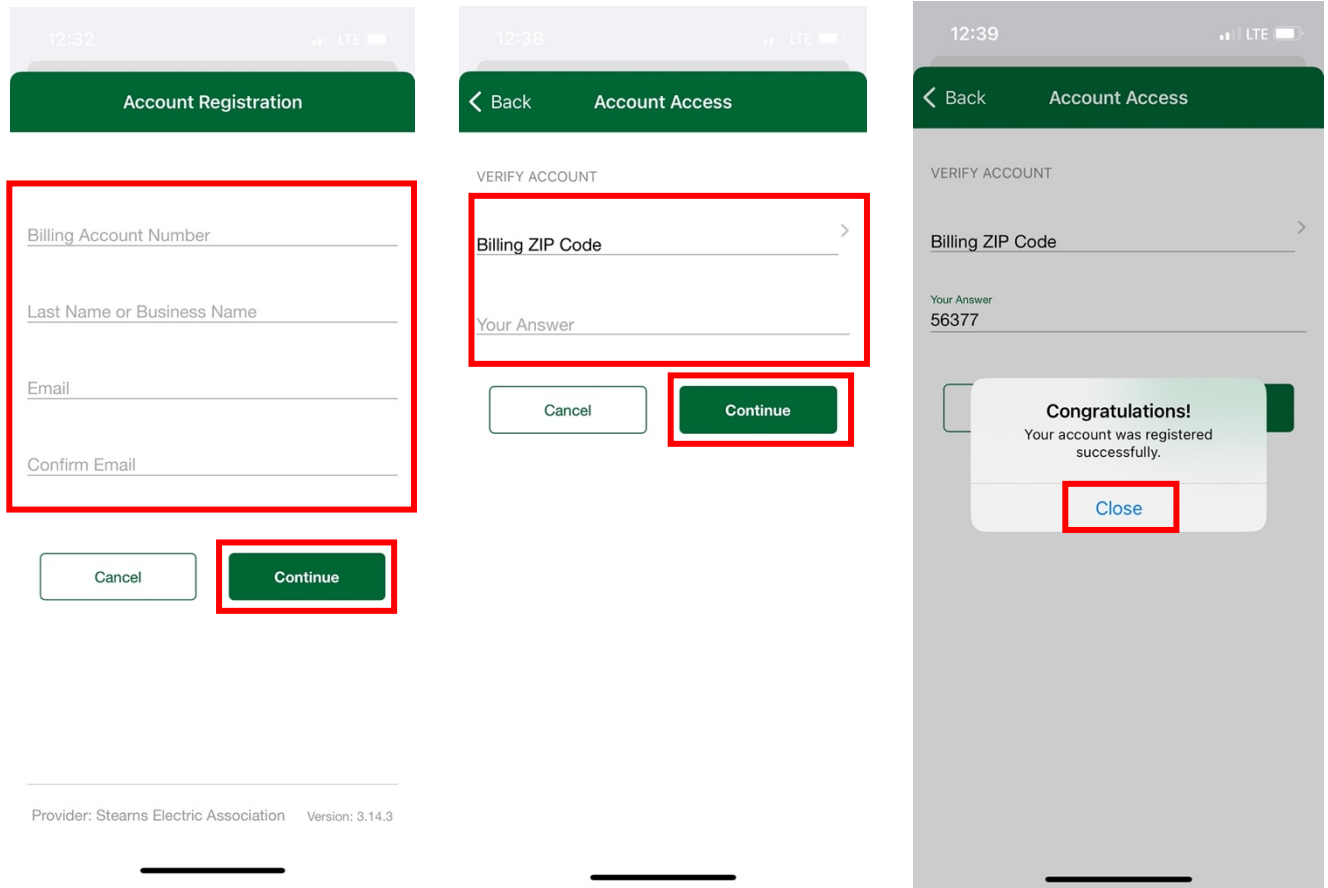
5. Search for "Stearns Electric Association" in the search bar and tap **"Confirm"** to confirm your choice.



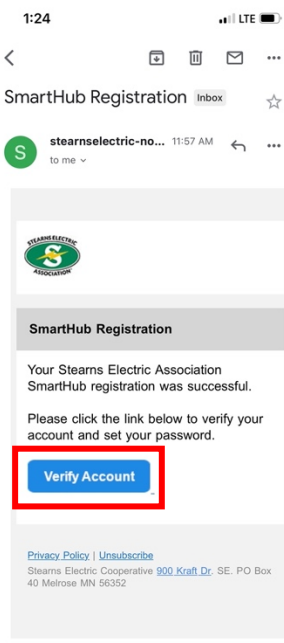
6. On the screen, select **"Don't have an account? Register now."**



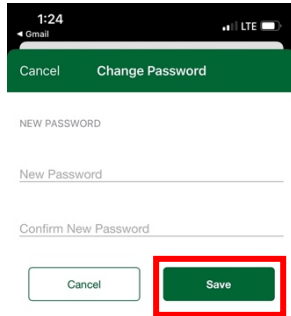
7. Fill out the registration form completely and click **“Continue.”** On the security check screen, answer all of the questions and tap **“Continue.”** You will get a screen that says “Registration Complete” and an email will be send asking you to verify your account.



8. Open the email from SmartHub and click on the **“Verify Account”** link.



9. SmartHub will ask you to set your new password on your account. Type your new password in twice and click **“Save.”**



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← Gmail LTE

Cancel Change Password

NEW PASSWORD

New Password

Confirm New Password

Cancel Save

10. During your first log in, you may be asked to do the following things:
- Accept the terms and conditions: tap the **“Accept”** button to do so.
 - Activate Paperless Billing: If you wish to do this, select **“Yes”** and hit **“Submit.”** **OR** Select **“Cancel”** if you do not wish to sign up for Paperless Billing.
 - Set your Security Phrase: this is required before you can make payments or store account information. **Enter a Security Phrase and select “Save.”**
11. Congratulations! You have successfully installed the app and registered your SmartHub account!