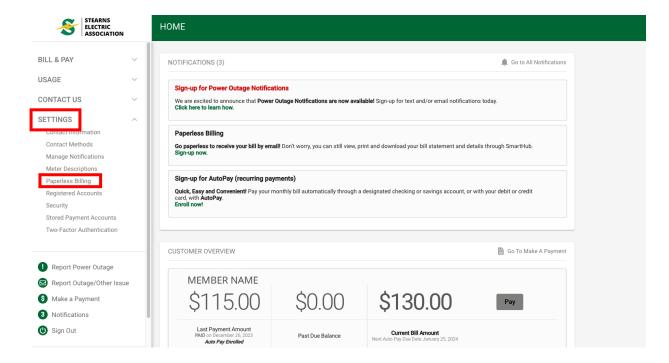
## SMARTHUB WEB: SIGN UP FOR PAPERLESS BILLING

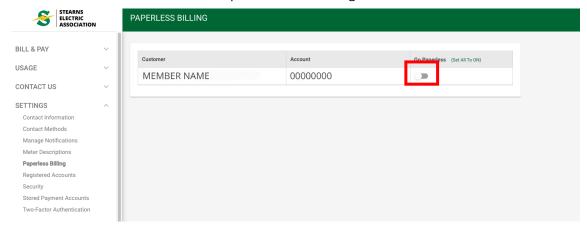
These instructions will help you sign up for Paperless Billing using SmartHub on a web browser on your computer (Google Chrome, Microsoft Edge, Firefox, etc.) Please see the SmartHub Mobile: Sign Up for Paperless Billing document to sign up for Paperless Billing using SmartHub via your mobile device.

You must have already created a SmartHub Account to sign up for this feature. An email address and your Stearns Electric Association account number is required to set up a SmartHub account. You can view instructions for creating a SmartHub Account at stearnselectric.org > Account Services > My Account > Account Log In.

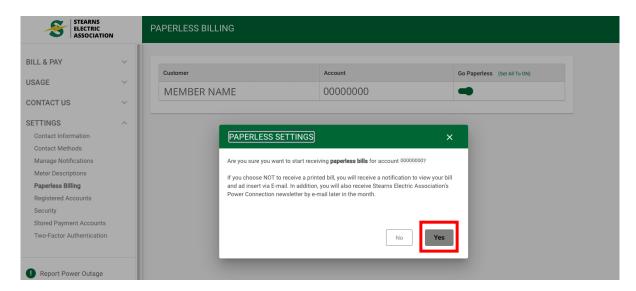
- 1. Log into SmartHub on a web browser using your email address and password.
- 2. Select "Settings" and "Paperless Billing" from the left-hand menu.



3. Slide the slider over under "Go Paperless" to make it green.



4. A Paperless Settings pop-up will appear, select "Yes."



5. A confirmation will appear at the top of the page. You are now signed up for Paperless Billing, as indicated by the green slider under "Go Paperless." Click the Stearns Electric Association logo at the top left of the screen to return to the SmartHub Home Page.

