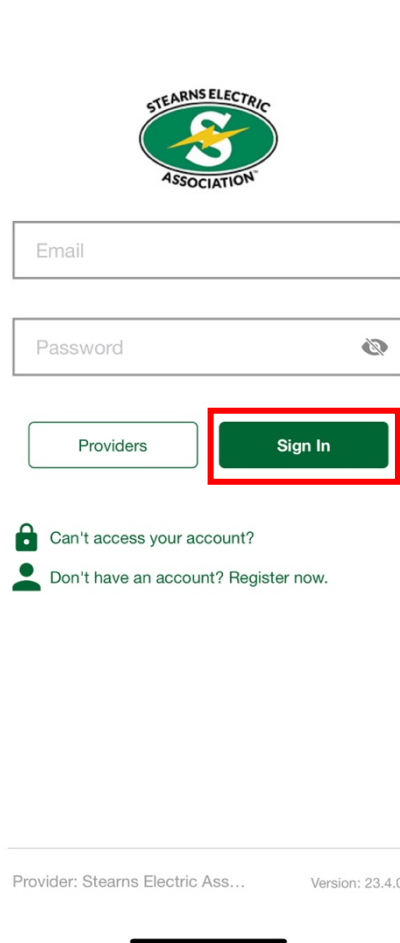


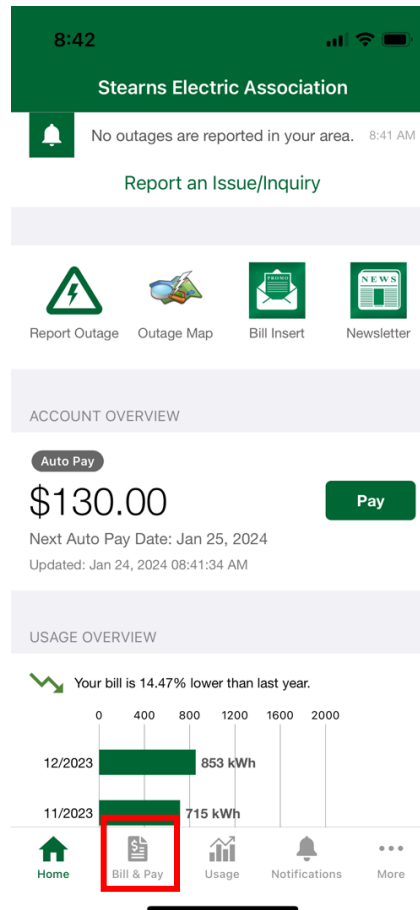
SMARTHUB MOBILE: MAKE A ONE-TIME PAYMENT

These instructions will help you make a one-time payment on your account using SmartHub on a mobile device. Please see the [SmartHub Web: Make a One-Time Payment](#) document to make a one-time payment using SmartHub via a web browser.

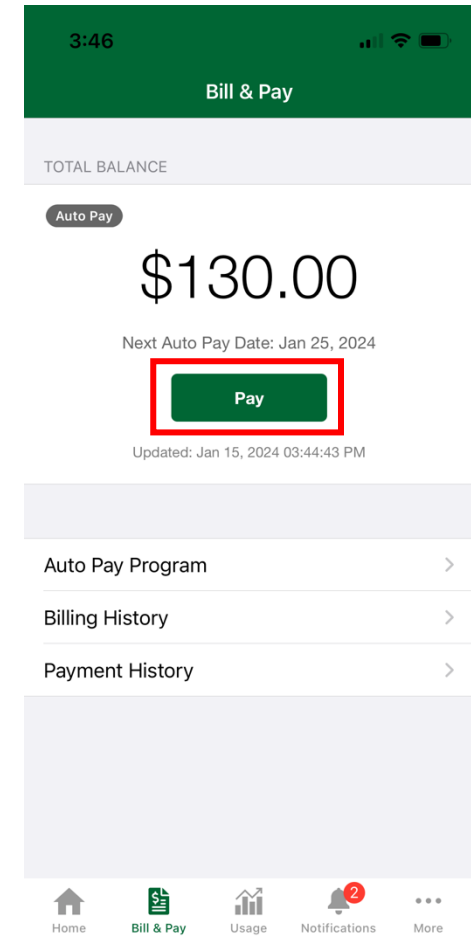
You must have already created a SmartHub Account to make a one-time payment via SmartHub. An email address and your Stearns Electric Association account number is required to set up a SmartHub account. You can view instructions for creating a SmartHub Account at [stearnslectric.org > Account Services > My Account > Account Log In](#).



Log into SmartHub on your mobile app using your email address and password.

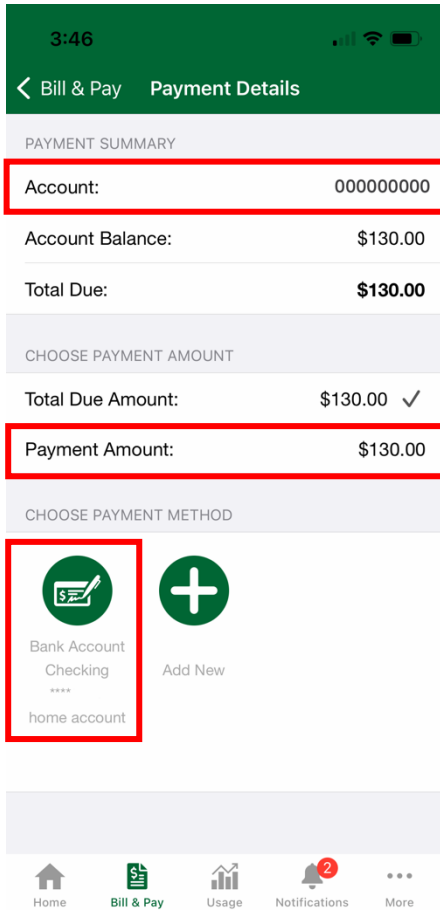


Select "Bill & Pay." (**Android users:** click hamburger menu (three lines at top left) then "Bill & Pay."



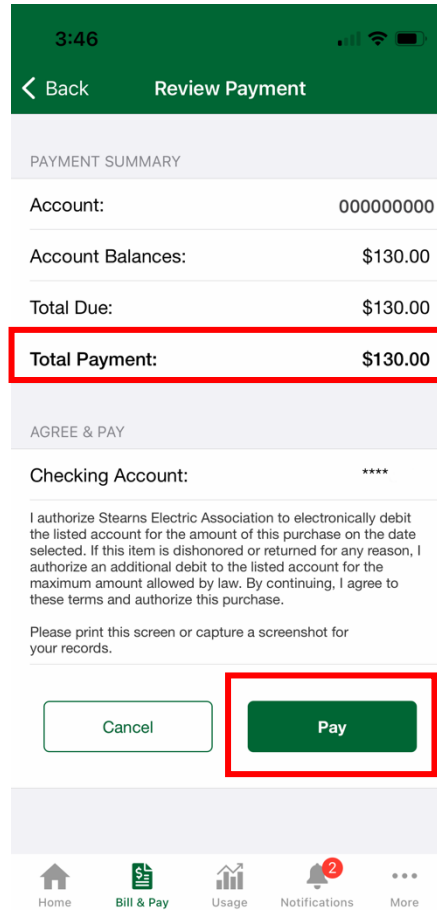
Select "Pay."





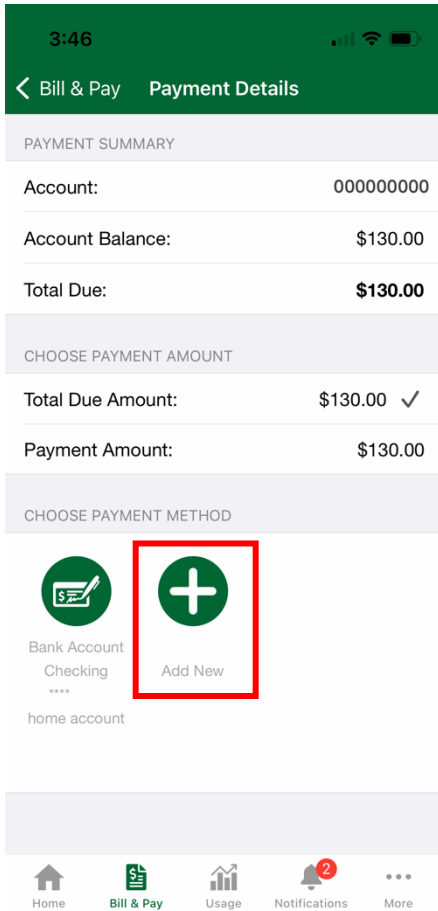
Verify the Account, "Payment Amount," and then "Choose Payment Method."

(If you need to add a new payment method, follow instructions on page 3.)

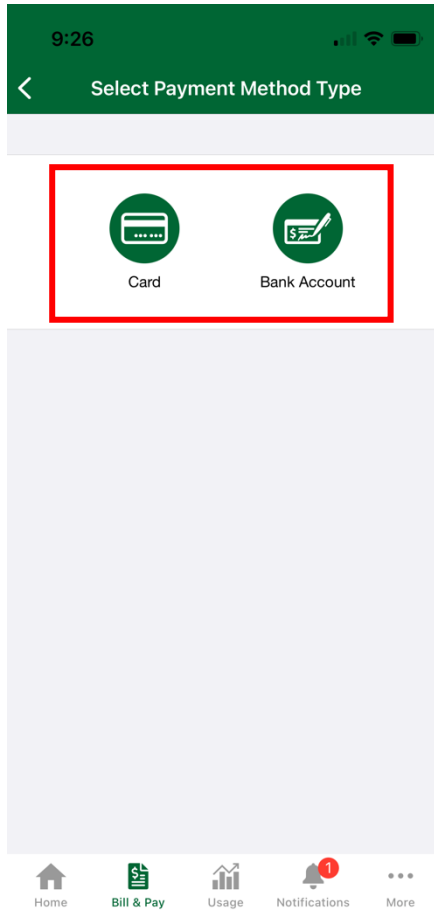


Verify Total Payment and select "Pay."

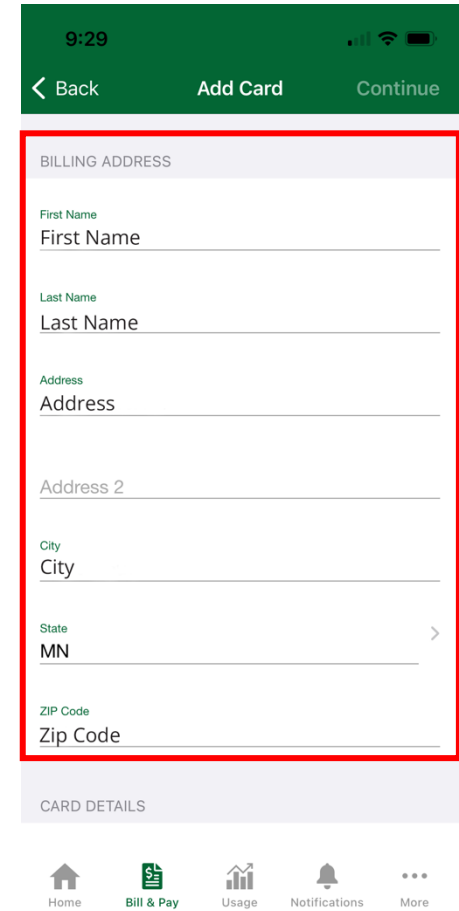




To add a new payment method, click **"Add New."**

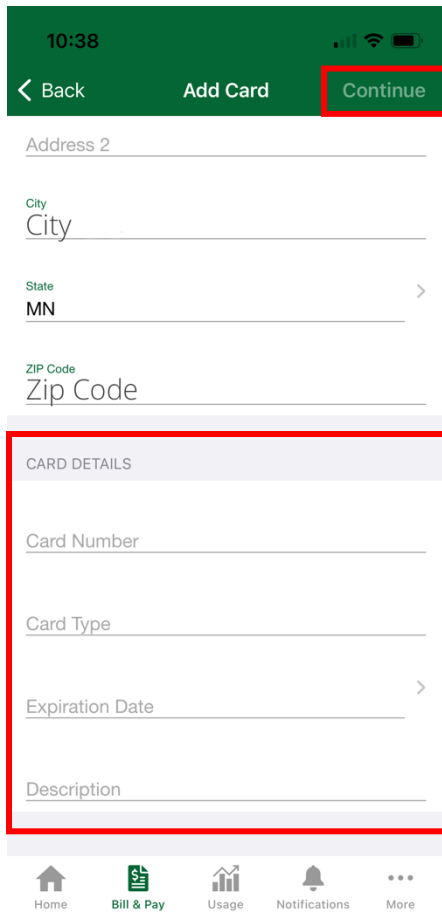


Select your type of payment (**"Card"** or **"Bank Account."**)

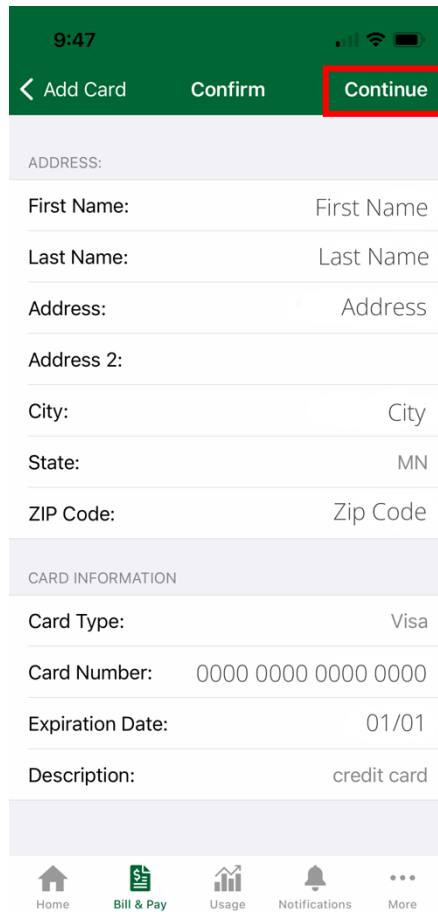


Verify your personal information.

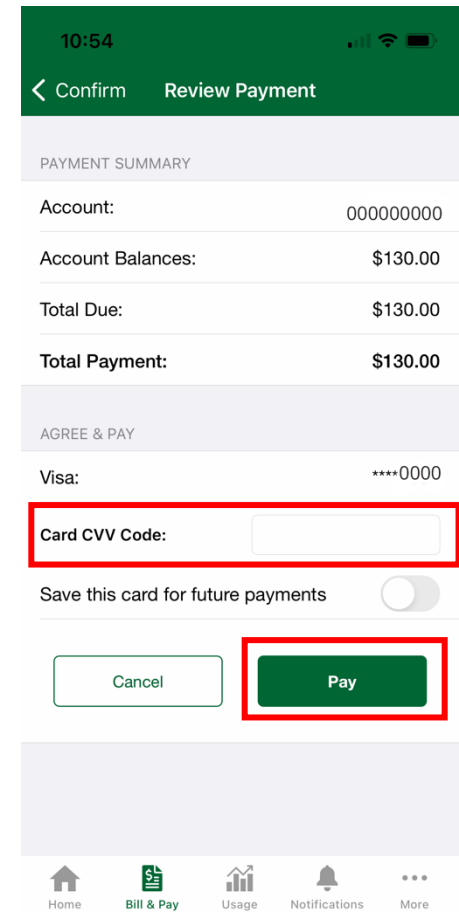




Scroll down to **fill in bank account or credit card details**. Select **“Continue”** at the top of the screen.

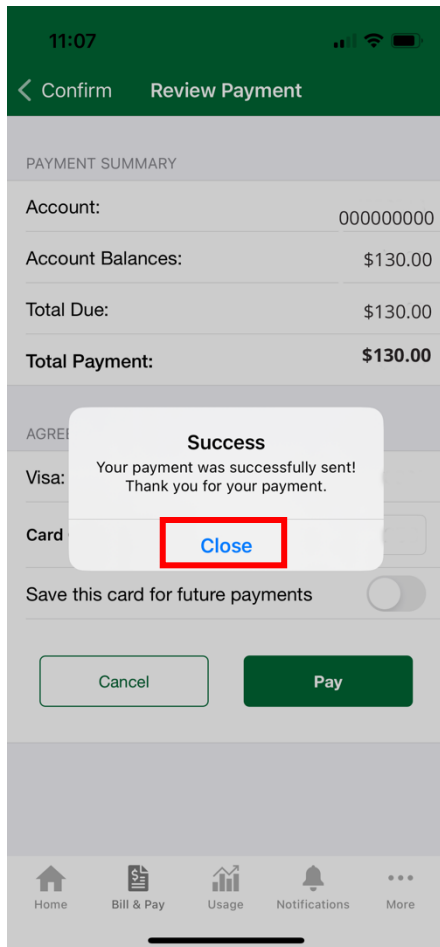


Confirm the information is correct, then select **“Continue”** at the top.



Review your payment information. *If paying with a card, type in “Card CVV Code.”* Select **“Pay.”**





You will get a success screen. Select **“Close.”**