Step 1: From the SmartHub login screen, click on "*Sign up to access our Self Service site*".
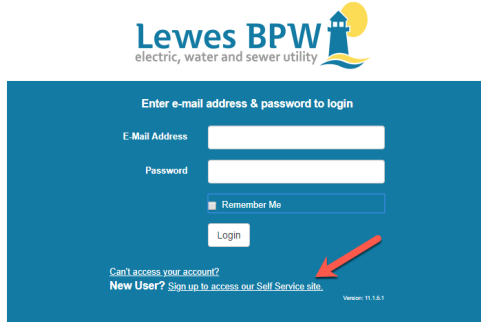
Step 2: Enter the following information:
• Your old account number (remove the period in the middle)
• Your last name or business name as it appears on your bill
• The email you want to use for your SmartHub account

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.

Your temporary password is:

Step 6: Back on the login page, enter email and temporary password and click login.
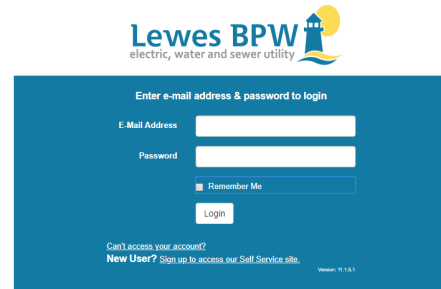
Step 7: The first time you login, you'll be asked to change your password.

Step 8: Congratulations! You are now logged into SmartHub.

SMART MANAGEMENT. **SMART** LIFE. **SMART**HUB.