



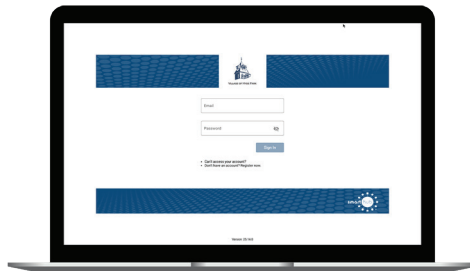
# How To Set Up Auto Pay (web portal)

## STEP 1



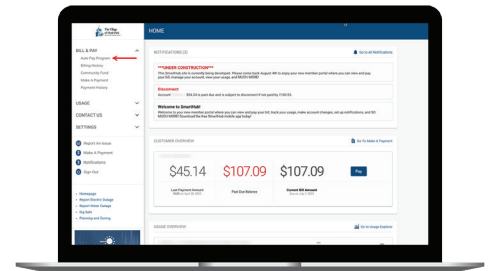
Click on **Explore SmartHub** on our website.

## STEP 2



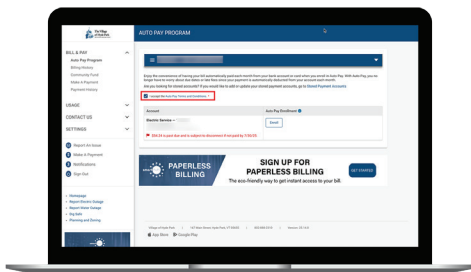
Sign in to your account using your email address and password you set up during registration.

## STEP 3



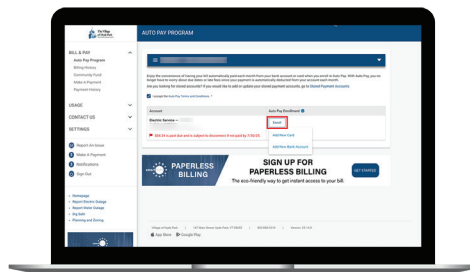
On the home screen click on the **Bill & Pay** menu on the left and then click on the **Auto Pay Program** sub-menu.

## STEP 4



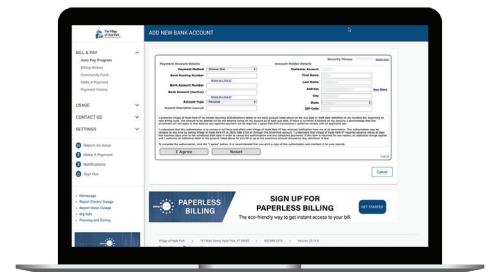
Check the **Terms & Conditions** box to activate the Enroll button.

## STEP 5



Click on the **Enroll** button and select the **Add New Bank Account** link.

## STEP 6



Follow the prompts on the next screen to finish the process.

