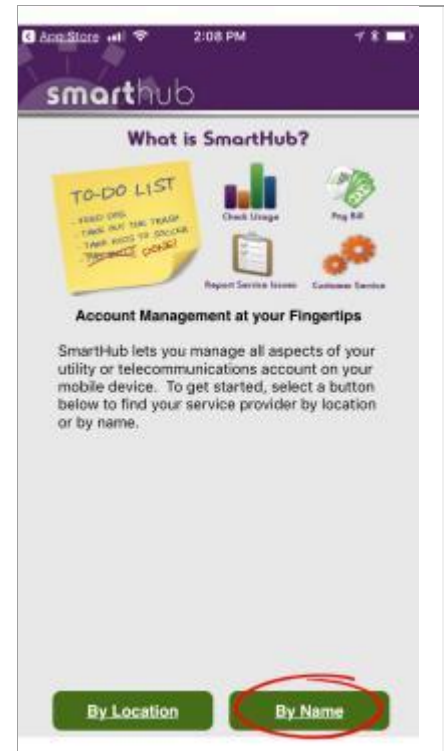# SMARTHUB IOS INSTRUCTIONS
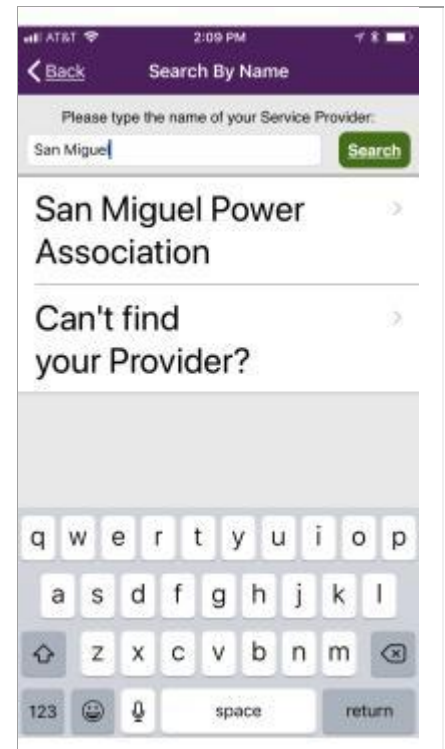

1. Search & download "SmartHub" in the App Store or scan this QR code.

2. Launch the app. To get started, select the "By Name" button.
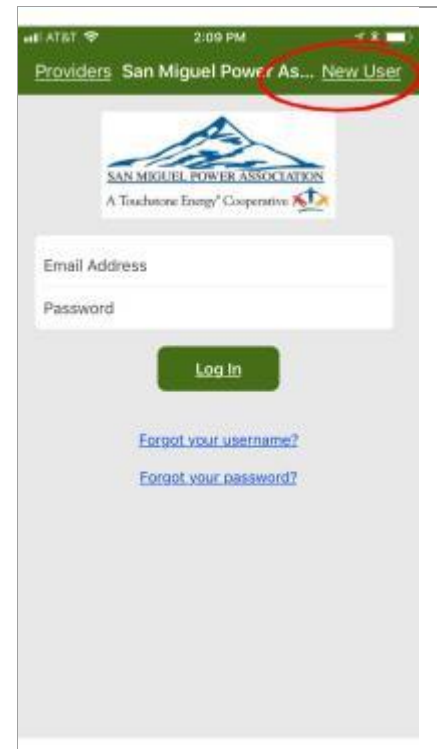

3. Enter "San Miguel Power" into the Service Provider field, and hit "Search." "San Miguel Power Association" should appear below. Touch the name.
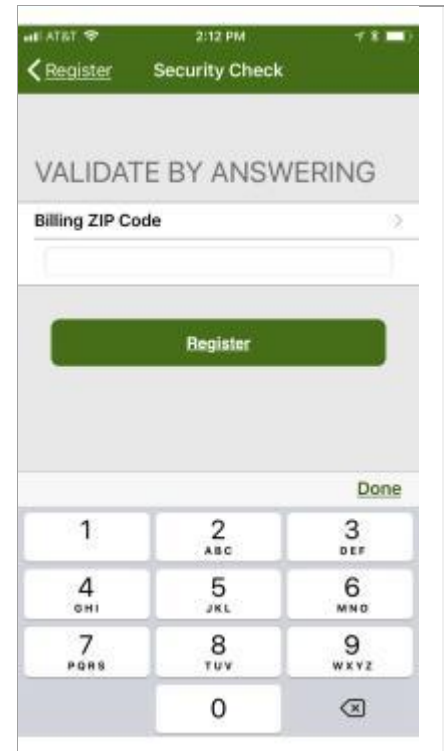
4. A confirmation page will appear.
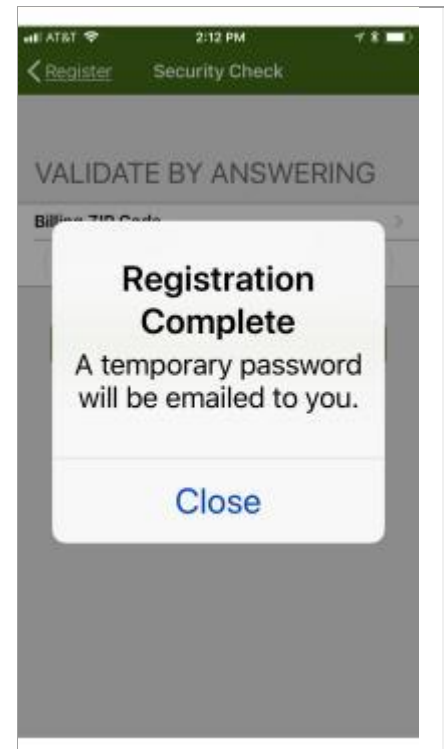Touch the button to confirm.

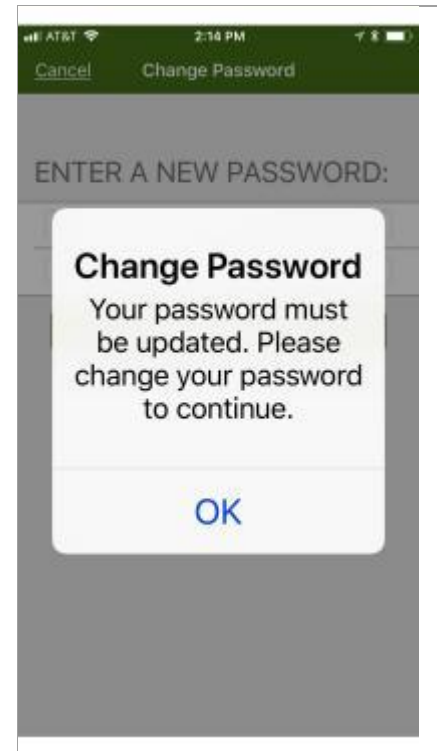**5.** Select "**New User**" in the upper-right corner.

6. Enter your SMPA account number, last name or business name and email to register. Complete registration by entering your Billing ZIP code.
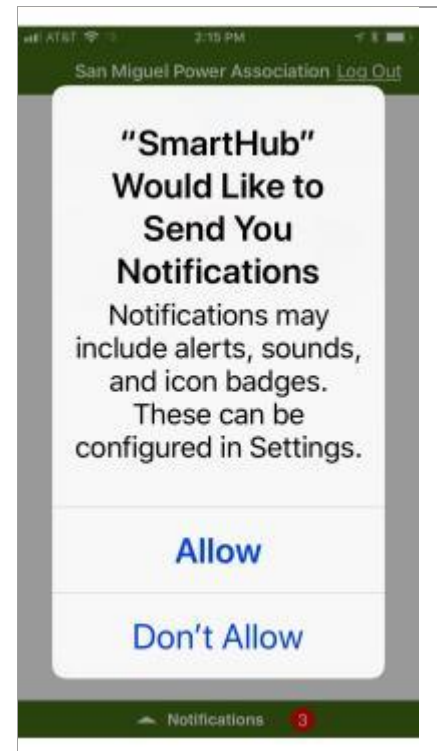
**7.** A temporary password will be emailed to you.

8. Log in with your username & temporary password. SmartHub makes you update your password.

9. SmartHub asks if you want to allow notifications. To get text reminders of your bill due date, select "Allow."
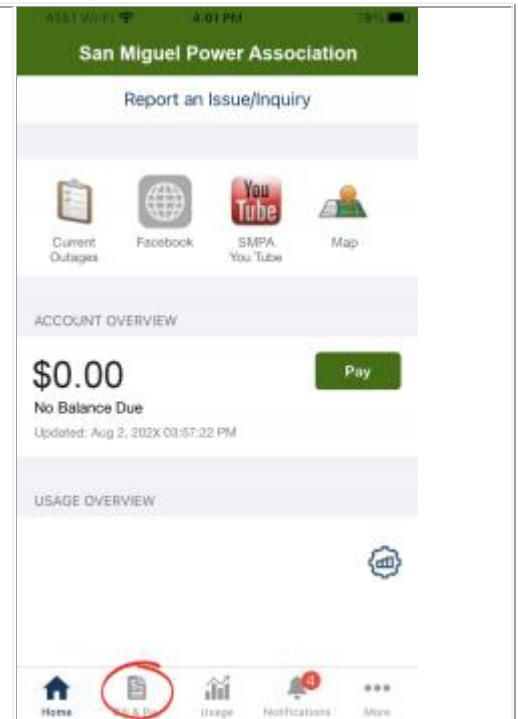
10. You're in! Check out all that you can do from the SmartHub app!
(See below for instructions on how to associate your pay card or bank draft credentials.)
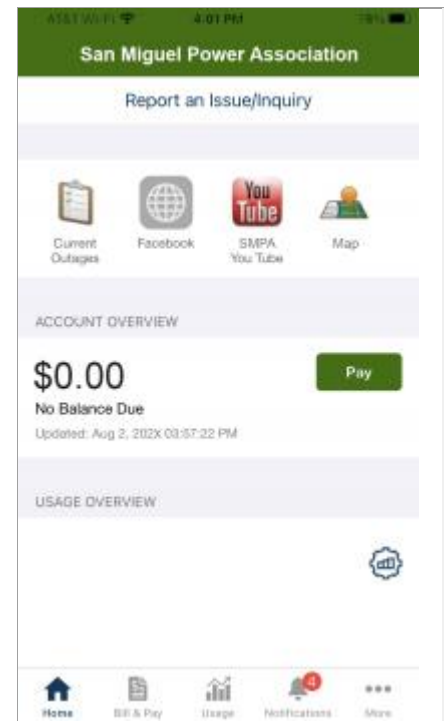
To Associate your Credit/Debit Card or Checking Account:

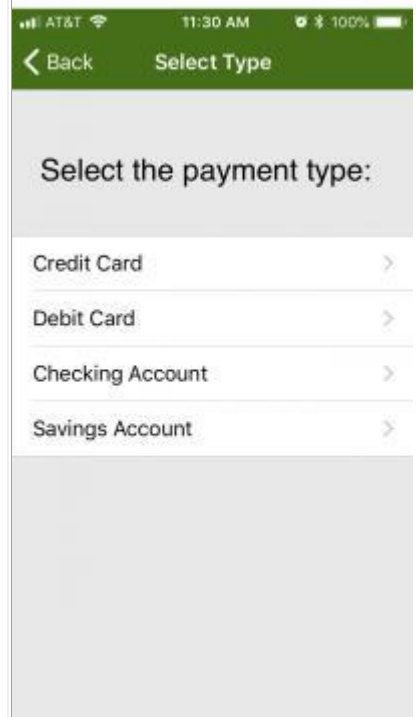|	
1) Within SmartHub, touch "Bill & Pay."	
2) SmartHub shows you your balance, a "pay" button and several other options. Touch "Auto Pay Program."	
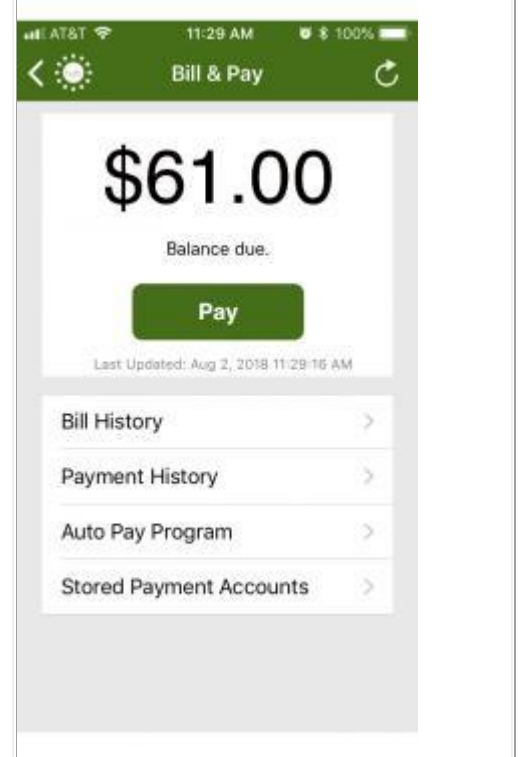
3) Touch "Add a Payment Method."	
4) Select the type of pay method you will use.	

5) Enter your payment credentials; then touch "Continue."

Back Add Bank Account Continue	
Address	
First Name:	Joseph
Last Name:	Smith
Address:	123 Smart Dr.
Line 2:	
City:	Anytown
State:	CO
ZIP Code:	814XX
Bank Account Information	
Routing Number:	
Account Number:	
Confirm Acct Nbr:	

6) SmartHub has confidentially recorded your pay information. As long as this info. is valid, you can pay with one touch of the green "Pay" button. EASY!

Add Card Confirm Submit	
Address	
First Name:	Joseph
Last Name:	Smith
Address:	123 Smart Dr.
Success	
Your payment information was saved successfully.	
OK	
ZIP Code:	814XX
Bank Account Information	
Routing Number:	Visa
Account Number:	****1234
Expiration Date:	11/2022

To Turn Off Your Paper Bill (Go Paperless):

1) Within SmartHub, touch "More."	
2) Touch "Settings."	
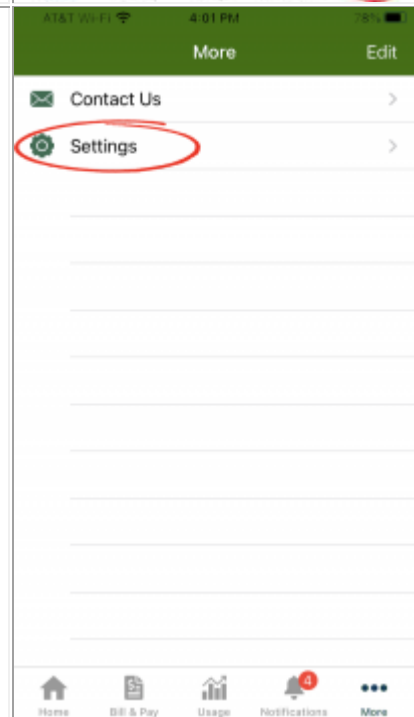
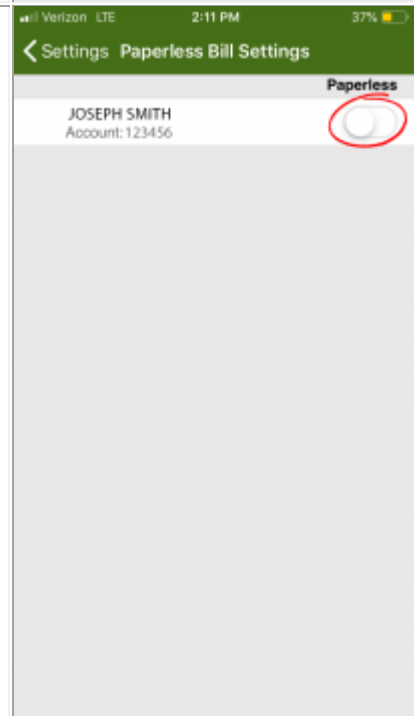|	
2) Within Settings, touch "Paperless bill Settings."	
3) Toggle the "Paperless" option to the "OFF" position.	
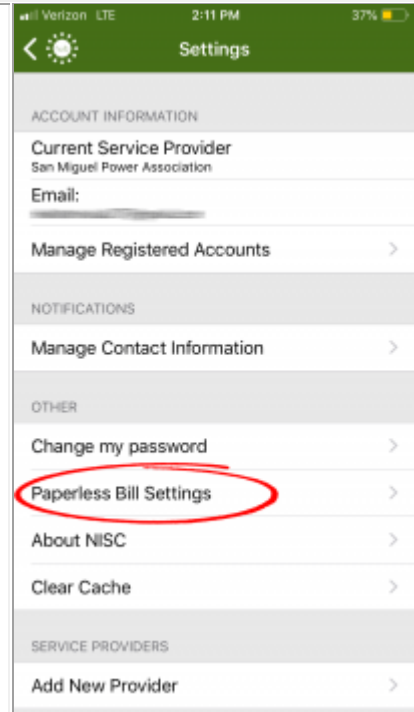
4) No more paper bills will be sent to your address. You may check your account status and pay your bill directly from SmartHub.