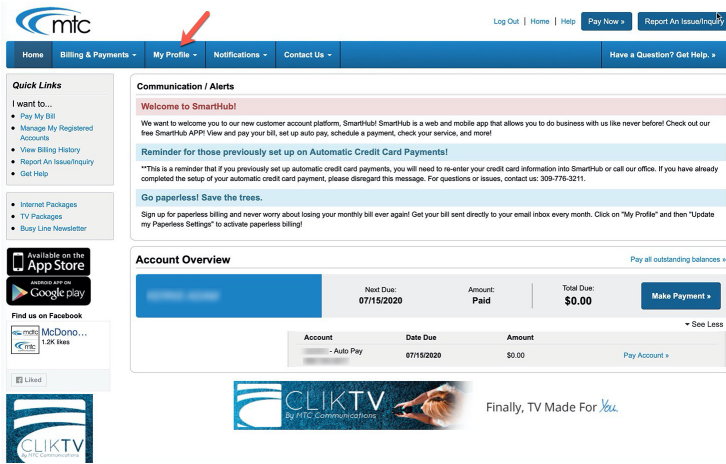# Activate Paperless Billing on your SmartHub Account (Web)

Turning on paperless billing is a easy way to save time and save the environment at the same time!
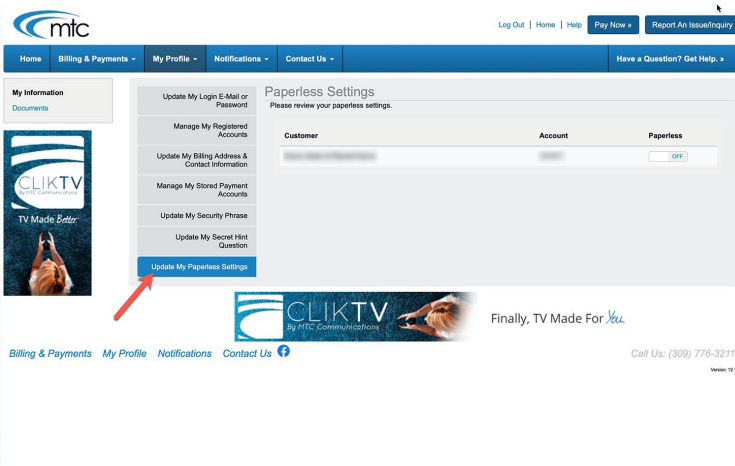
Then your bills will automatically be made available in your SmartHub app when they are ready.

Here is how to setup paperless billing on your account using your SmartHub account on our web site.
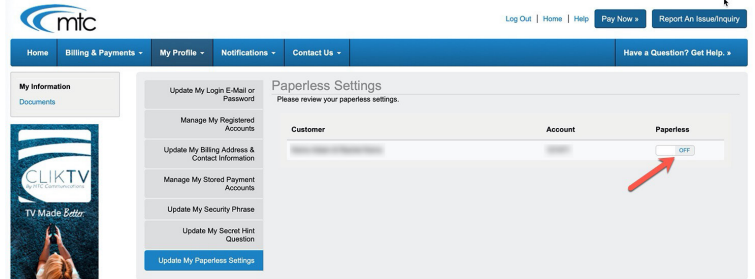
Step 1: From the SmartHub home screen, click the **My Profile** menu at the top of the screen
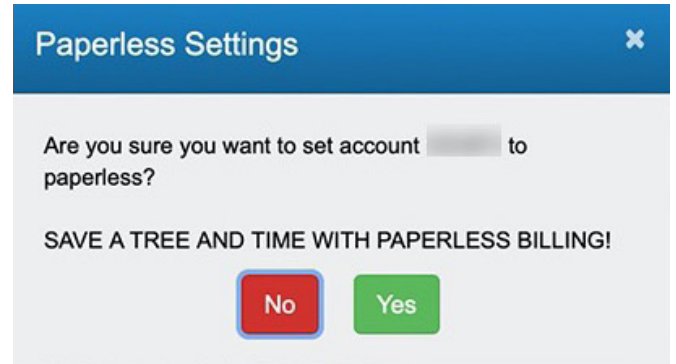

Step 2: On the My Profile screen, click the sub-menu that says **Update My Paperless Settings**

Step 3: On the Update My Paperless Settings screen, click the toggle on the right-hand side of the screen to turn paperless billing on.

Step 4: You will be prompted to confirm that you want to turn on paperless billing and stop receiving printed bills. Click "Yes".

Congratulations! You are now signed up for paperless billing. You will love the convenience and feel good about helping save the environment too. Thank you for choosing paperless billing!

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