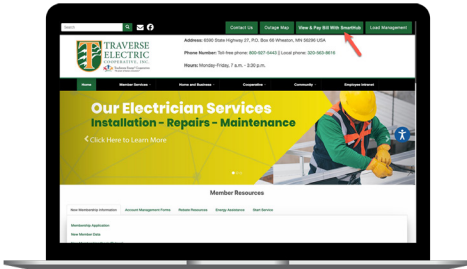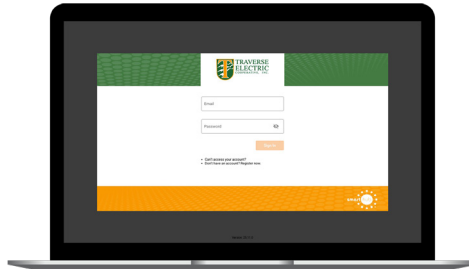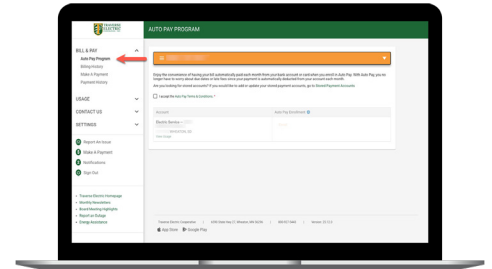**TRAVERSE ELECTRIC COOPERATIVE, INC.**

STEP 1

Click on the **View and Pay Bill With SmartHub** menu on our website.
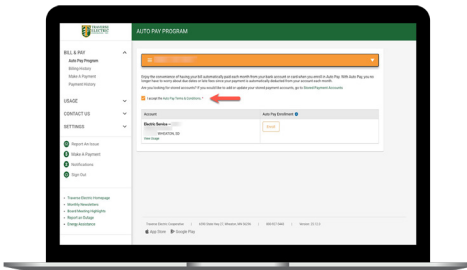
STEP 2

Sign in to your account using your email address and password you set up during registration.
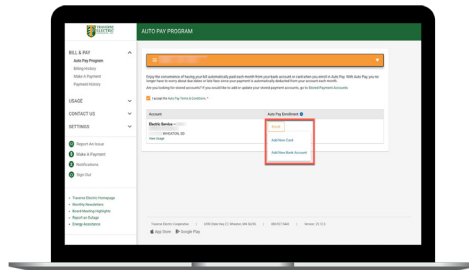
STEP 3

On the home screen click on the **Bill & Pay** menu on the left and then click on the **Auto Pay Program** sub-menu.
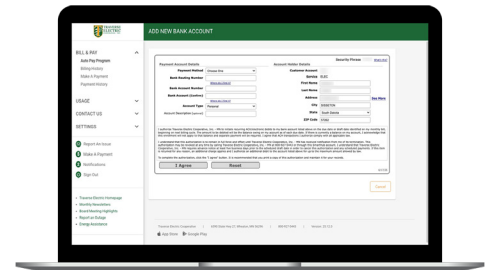
STEP 4

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

STEP 5

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

STEP 6

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