



# HOW TO ENROLL IN AUTO PAY (mobile app)

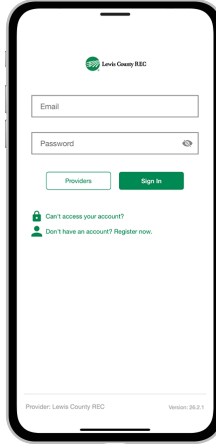


STEP 1



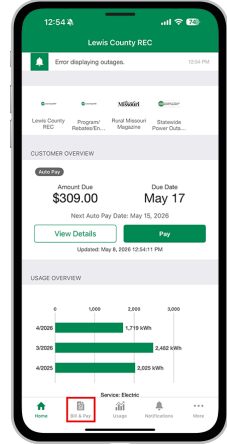
Open the **SmartHub app** on your mobile device.

STEP 2



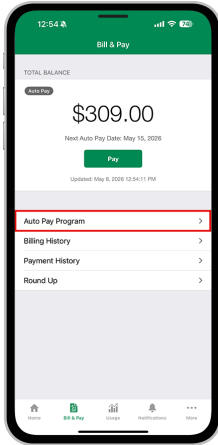
Sign in to your account using your email address and password you set up during registration.

STEP 3



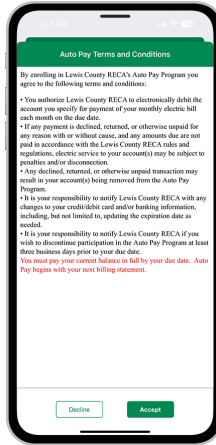
From the home screen tap on the **Bill & Pay** button.

STEP 4



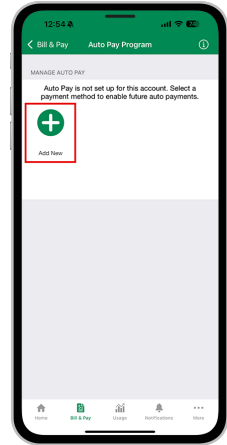
From the Bill & Pay screen, locate and tap on the **Auto Pay Program** menu.

STEP 5



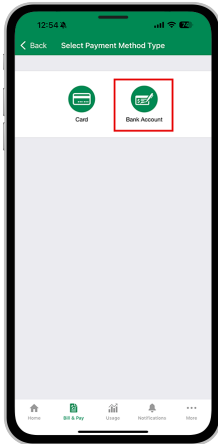
You will need to accept our **Terms & Conditions**. Tap the **Accept** button to continue.

STEP 6



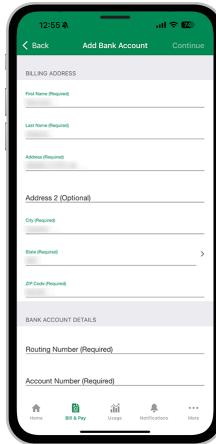
On the Auto Pay Program page, tap the **Add New** button.

STEP 7



Select a button to connect your **bank account** or **credit card**.

STEP 8



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

Visit [lewiscountynec.org/smarthub](http://lewiscountynec.org/smarthub) for more information.