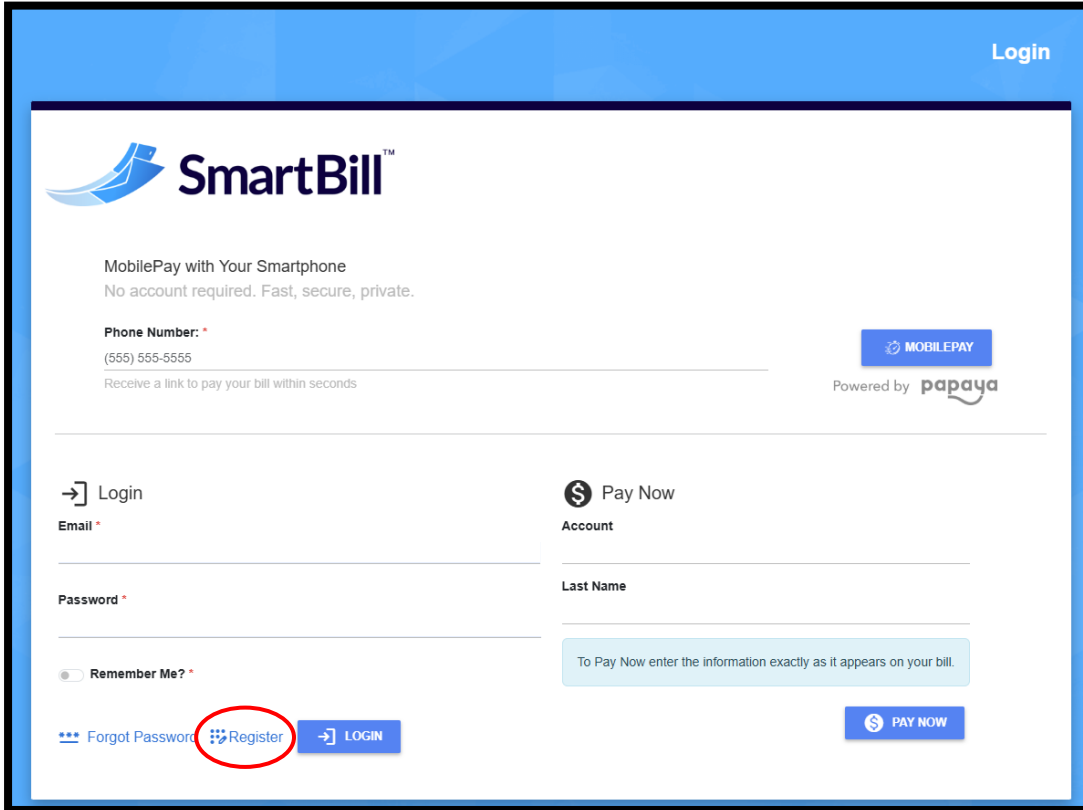


Initial Registration on the SmartPay Works Portal

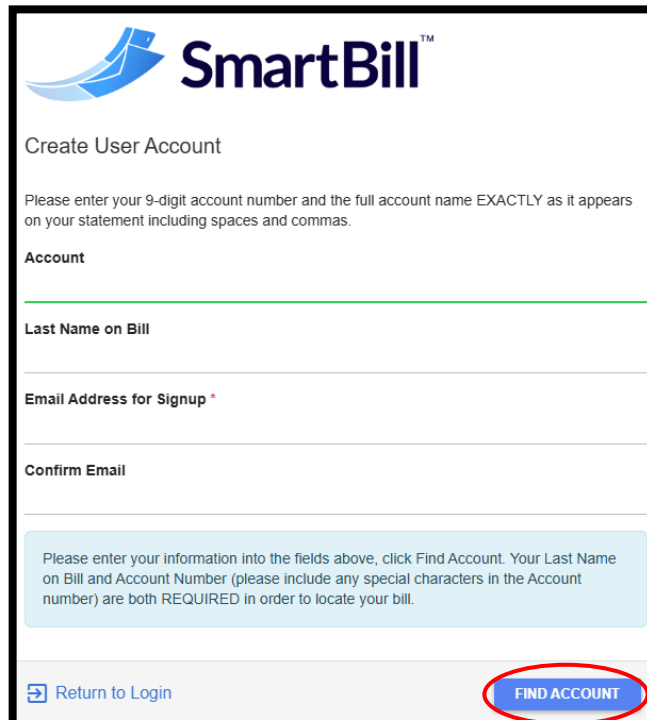
Creating your portal registration to access and pay your statement.

Follow the URL provided by your provider and select **“Register”**



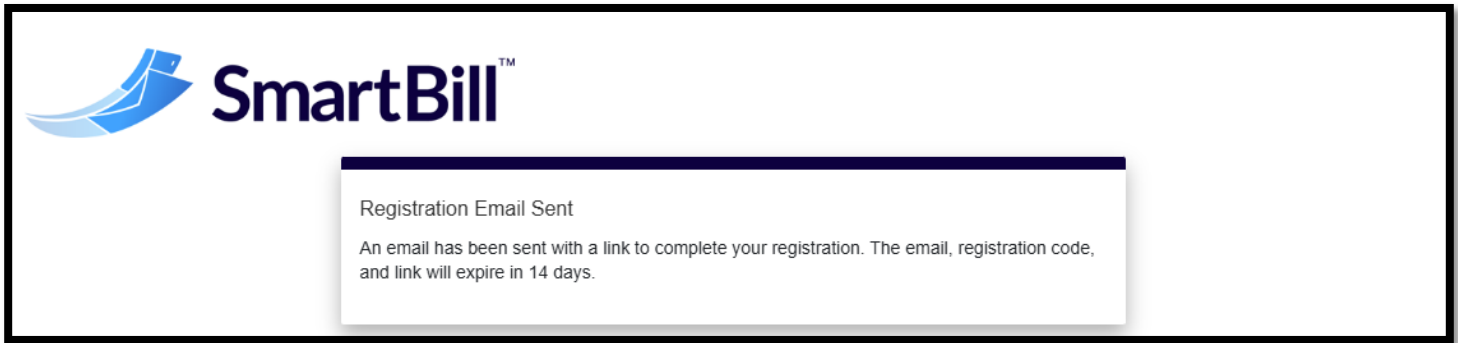
The screenshot shows the SmartBill MobilePay registration and login interface. At the top right is a 'Login' link. The main header features the SmartBill logo. Below it, text reads 'MobilePay with Your Smartphone' and 'No account required. Fast, secure, private.' There is a 'Phone Number' field with a red asterisk, containing '(555) 555-5555', and a note 'Receive a link to pay your bill within seconds'. To the right is a 'MOBILEPAY' button and 'Powered by papaya' text. The bottom section has two columns: 'Login' with 'Email' and 'Password' fields, a 'Remember Me?' checkbox, and a 'Forgot Password' link; and 'Pay Now' with an 'Account' field and 'Last Name' field. A 'To Pay Now enter the information exactly as it appears on your bill.' note is present. At the bottom, there is a 'Register' button circled in red, a 'LOGIN' button, and a 'PAY NOW' button.

Once the **“Create User Account”** screen appears, enter all necessary information exactly as it appears on your statement. Then select **“Find Account”**.



The screenshot shows the 'Create User Account' screen. It features the SmartBill logo and the title 'Create User Account'. Instructions state: 'Please enter your 9-digit account number and the full account name EXACTLY as it appears on your statement including spaces and commas.' There are four input fields: 'Account', 'Last Name on Bill', 'Email Address for Signup', and 'Confirm Email'. A light blue box contains instructions: 'Please enter your information into the fields above, click Find Account. Your Last Name on Bill and Account Number (please include any special characters in the Account number) are both REQUIRED in order to locate your bill.' At the bottom, there is a 'Return to Login' link and a 'FIND ACCOUNT' button circled in red.

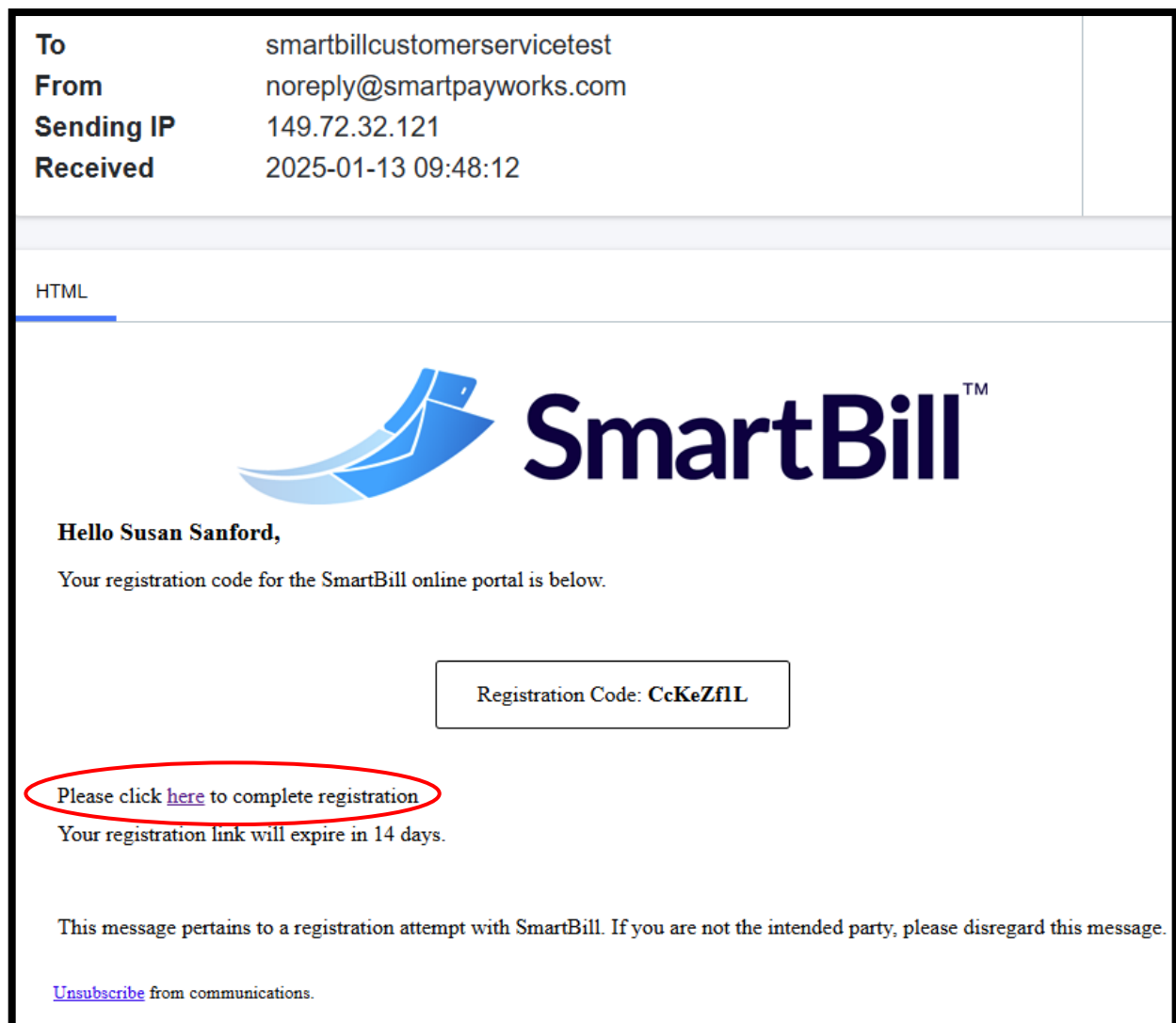
The below notification will appear when the account is found, and an email has been sent. You will need to go into your email account to continue the registration process.



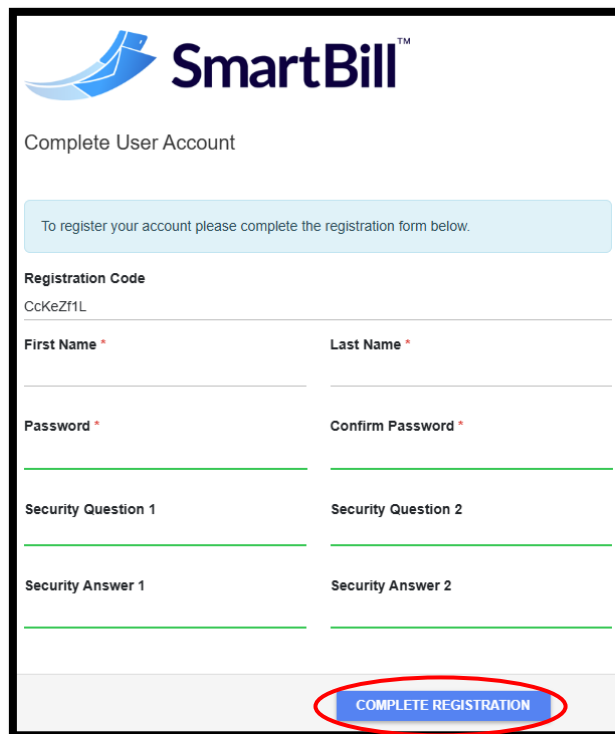
In your email, look for the below example. You may need to check your “Spam” or “Junk” folder.

From	Subject
<input type="checkbox"/> noreply@smartpayworks.com	SmartBill SmartPay Works Registration

Select to open this email and click on the following link.

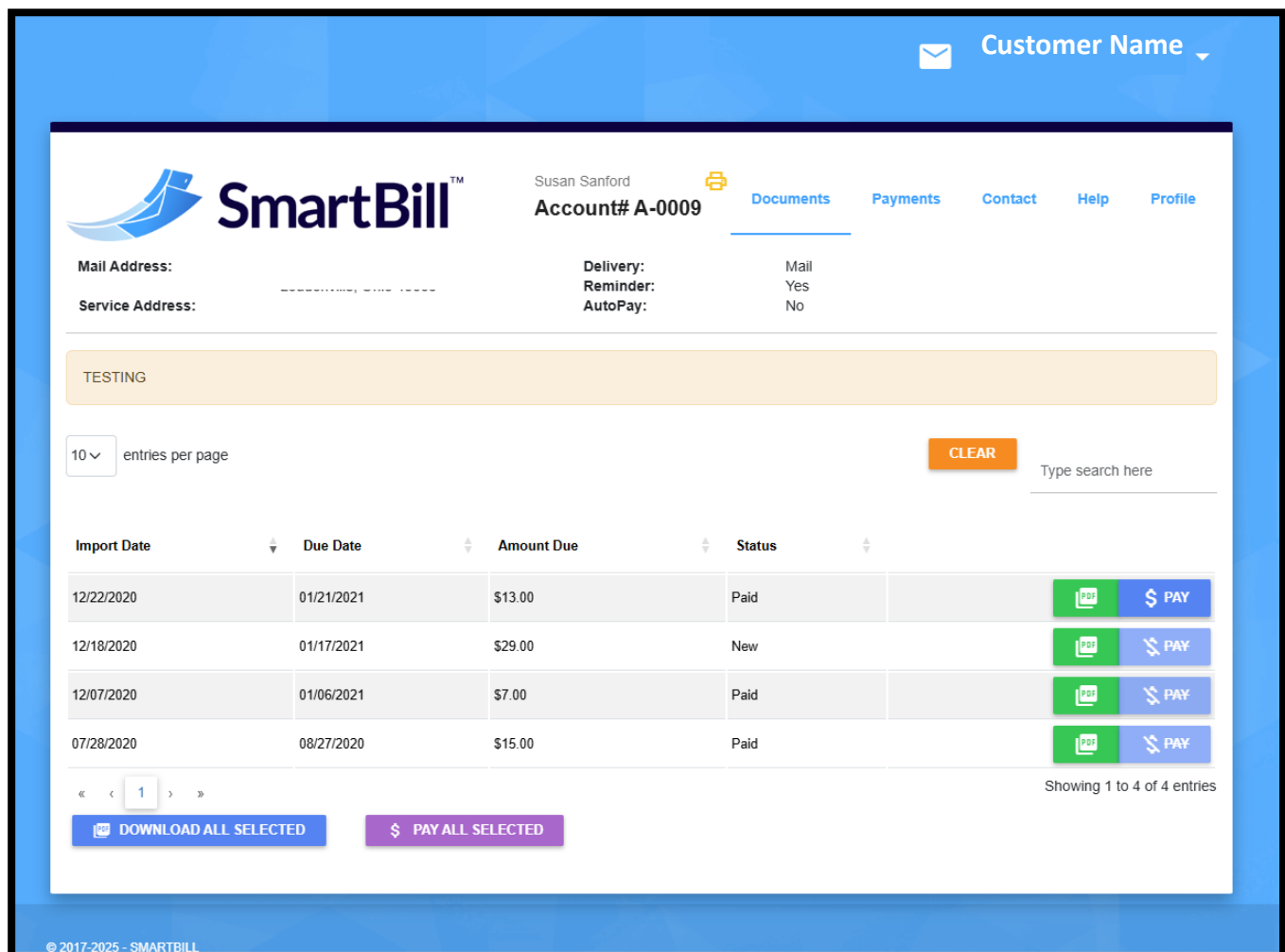


Complete the User Account information and select ***“Complete Registration”***.



The image shows the 'Complete User Account' registration form for SmartBill. At the top is the SmartBill logo. Below it, the title 'Complete User Account' is displayed. A light blue box contains the instruction: 'To register your account please complete the registration form below.' The form includes a 'Registration Code' field with the value 'CkKeZf1L'. Below this are two columns of fields: 'First Name *' and 'Last Name *' on the top row; 'Password *' and 'Confirm Password *' on the second row; 'Security Question 1' and 'Security Question 2' on the third row; and 'Security Answer 1' and 'Security Answer 2' on the fourth row. At the bottom right, a blue button labeled 'COMPLETE REGISTRATION' is circled in red.

Once you have selected ***“Complete Registration”*** and your screen loads, you will be signed into your account and able to see your statements, make payments, save payment methods, enroll in AutoPay, enroll in paperless bill and more.



The image shows the SmartBill account dashboard for Susan Sanford, Account# A-0009. The top navigation bar includes links for Documents, Payments, Contact, Help, and Profile. The main content area displays account details such as Mail Address, Service Address, Delivery, Reminder, and AutoPay. Below this is a 'TESTING' banner. A table lists recent bills with columns for Import Date, Due Date, Amount Due, and Status. The table contains four entries. At the bottom, there are buttons for 'DOWNLOAD ALL SELECTED' and '\$ PAY ALL SELECTED'. The footer shows the copyright notice '© 2017-2025 - SMARTBILL'.

Import Date	Due Date	Amount Due	Status
12/22/2020	01/21/2021	\$13.00	Paid
12/18/2020	01/17/2021	\$29.00	New
12/07/2020	01/06/2021	\$7.00	Paid
07/28/2020	08/27/2020	\$15.00	Paid