



Create a SmartHub Account

Use SmartHub to enroll in email and text messages for load control.

Getting started is easy. If you don't already have SmartHub online access to your account, you can quickly sign up for it. Visit meeker.coop to get started.

1. Click on **Pay Your Bill Online*** at the top of our homepage.
2. From the SmartHub login page, click **Don't have an account? Register now** hyperlink.
3. Enter the Meeker Energy **Billing Account Number**.
4. Enter the **Last Name** or **Business Name** associated with your account.
5. Enter a valid **Email Address**. This will become your username.
6. Click the **Continue** button.
7. Follow the screen prompts and click the **Register** button.
8. A **Registration Complete** alert appears.
9. Check your email and click on the **Verify Account** link to set up a new password and follow the screen prompts.
10. Registration is now complete.

The above steps can also be done by downloading the SmartHub app on a phone or tablet and following the screen prompts.



Enrollment in Load Control Notifications

1. Add Contact Information

1. Log in to your SmartHub account using the desktop website or mobile app. **The mobile app is recommended.**
2. From the **Settings** menu, select **Contact Methods**.
3. Add your email address and/or phone number.
4. Follow the on-screen instructions and enter verification codes when prompted.

To add an email address:

- Select **Add Email**.
- Enter your email address twice.
- Check the box to accept the **Email Terms & Conditions**.
- Select **Save**.
- A validation code will be sent to your email. Enter the code to verify your email address.

To add a phone number for text notifications:

- Select **Add Phone**.
- Enter your phone number.
- Set **Receive Text Message** to **Yes**.
- Select **Save**.
- A validation code will be sent via text message. Enter the code to verify your phone number.

2. Select Load Control Notification Preferences

1. From the **Settings** menu, select **Manage Notifications**.
2. Select the account number associated with load control at the top of the page.
3. Select **Reports**.
4. Select the corresponding message pertaining to the current load control for account.

3. Choose Notification Contacts

- Registered email addresses and phone numbers added under **Contact Methods** will automatically appear in the sections for **Email** and **Text Message** notifications.
- For each alert type, select the contact(s) you would like to receive load control notifications.
- To select a contact on a desktop; click the contact to highlight it. If on the mobile app; slide the toggle switch and select **Save** at the bottom of the page.
- Please note if on a desktop—to select multiple contacts, press and hold the **Shift** key while clicking each selection and **Save** at the bottom of the page.