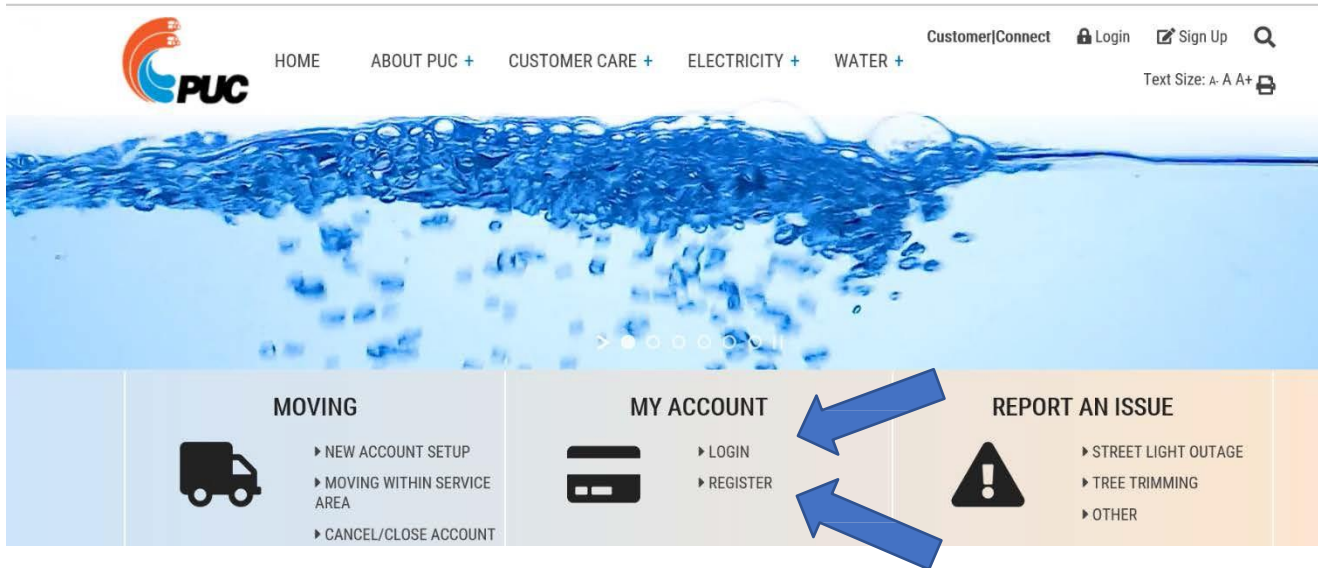# How To Register for E-Billing

STEP 1

Go to the PUC website at www.ssmpuc.com and under MY ACCOUNT click **Login** if you have already registered. Click **Register** if you are a new user. If you click Login skip to Step 6. Otherwise proceed to Step 2.

STEP 2

Enter the required information in the registration form as shown below. You can find your PUC account number using your most recent bill. Please note: Password must contain a minimum of 7 Characters and 1 Digit. Once completed click **Register.**

STEP 3

You will then receive a successful registration message as shown below and an email confirmation to activate your account.

You have successfully registered for a new account. You must now activate your account via the email confirmation that was sent to you. Please read that email and follow its instructions.
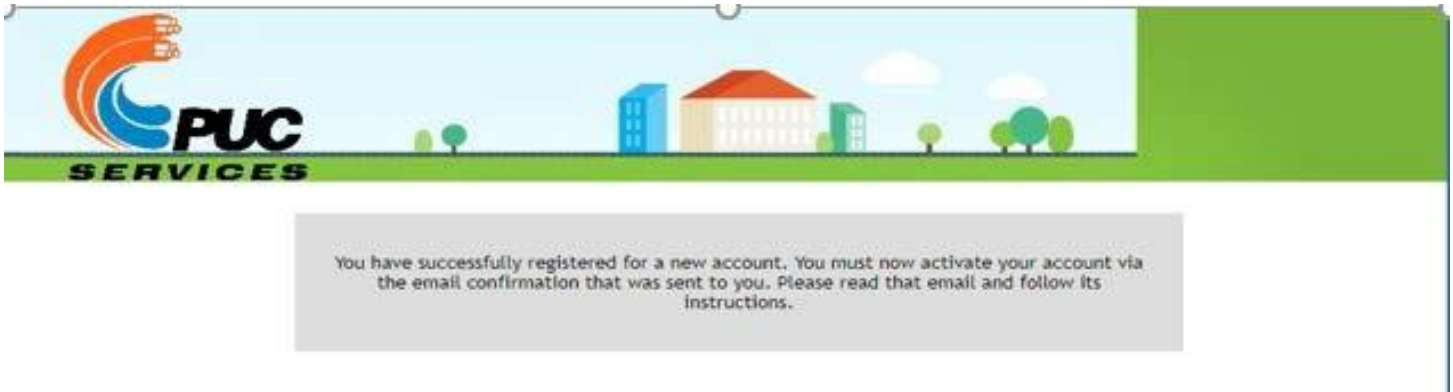
STEP 4

Go to your email account and open the email from PUC (see sample email below). If you do not see the email, please check your junk mail folder. Click on the activation link.

If the link does not work, you may need to copy the link (highlighted in blue) and paste it into your web browser. This can be done by using your mouse to highlight the link, right click and choose copy. Go to your browser address bar, position the mouse in the browser bar and right click your mouse and select paste. Hit enter.

> *Sample Email:*
>
> *From: "no-reply@ssmpuc.com" <no-reply@ssmpuc.com>*
> *Date: May 16, 2019 at 9:53:02 AM EDT*
> *To:*
> *Subject: PUC Services CustomerConnect Account Activation*
>
> *To activate your new PUC Services CustomerConnect account, please click the following link (or copy and paste the link into your browser address bar):*
>
> *https://cc-ssm.ssmpuc.com/CC/connect/registration/ActivateAccountController.xml?token=d8aeb998-84e2-4993-be9f-aaefef849857*

STEP 5

Return to Step 1 and click **Login** to enter your new Customer Connect account. You will be on the home page that shows the Electrical Usage Report as well as your customer information (Name, Account Balance, Etc..)

STEP 6

To select Paperless Billing click on Billing and select **E Bill**.
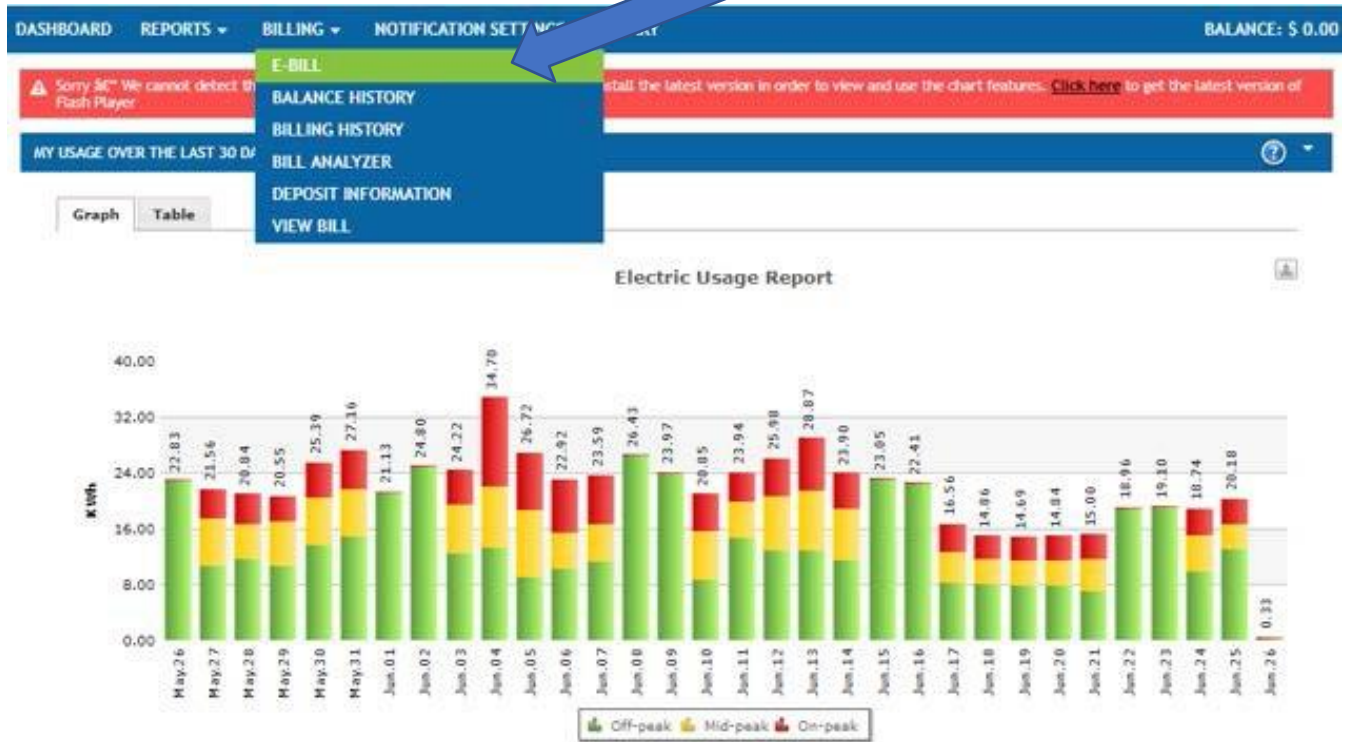
STEP 7

The following screen will be shown, and you can select Paperless Billing and then **SUBMIT**

Please note that you will receive another email from PUC confirming that you have successfully subscribed to E Billing.

Sample Email

From: "no-reply@ssmpuc.com" <no-reply@ssmpuc.com>
Date: May 16, 2019 at 9:57:21 AM EDT
To:
Subject: PUC Services E-Billing Subscription

You have successfully subscribed to E-Billing. Every month you will receive an email notifying you that your bill is available for online viewing.

Thank you for choosing paperless billing.