



AN ALLETE COMPANY

MY ACCOUNT

User Guide

Monitoring and paying your electric bill just got a whole lot more convenient.



If you have questions, please contact customer service at
1-800-228-4966

Welcome to MyAccount

Minnesota Power's online energy use and payment tool.

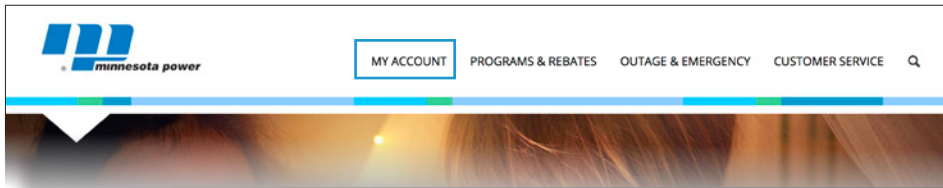
[Register MyAccount](#)

Use MyAccount to view, compare and manage your energy use, make changes to your account, and view and pay your bill.

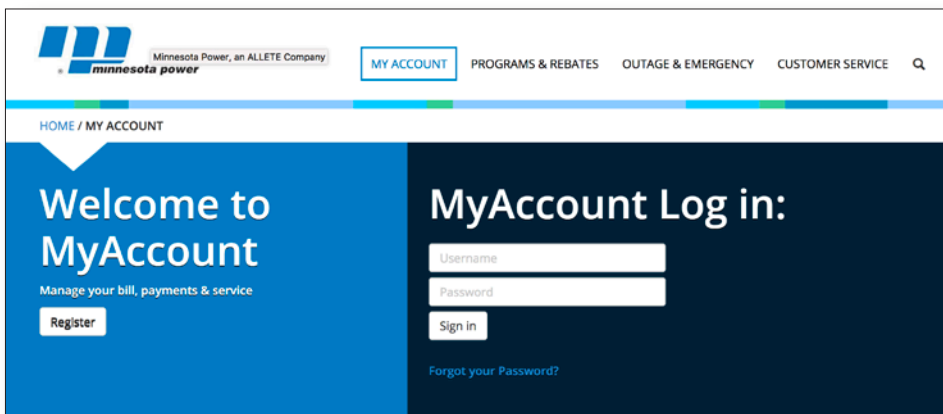
This booklet will show you how to use your home computer, tablet or smartphone to monitor your energy use, set up notifications and alerts, and track events or upgrades that affect your electric use, and you can set goals that affect your electric use.

Let's get started!

1) Go to www.mnpower.com and select **MY ACCOUNT**



2) You will need to **Register** for MyAccount



After you register the first time, you will simply **log in** with your username and password to start using MyAccount.

Information you will need to register for MyAccount:

- Last 4 digits of your phone number listed on the account
- Name on account
- Exact account number
- Email address

Create your account below
If you need assistance please call Minnesota Power at 218-355-3070.
[Minnesota Power Privacy Policy](#)

Registration Code (Last 4 digits of phone number)	<input type="text" value="Last 4 digits of your phone number"/>	Choose Password	<input type="text" value="New password must be 6 or more characters"/>
Name on Account	<input type="text" value="Exactly as it appears on your statement"/>	Re-enter Password	<input type="text"/>
Account Number	<input type="text" value="Exactly as it appears on your statement"/>	Secret Question	<input type="text" value="What street did you grow up on?"/>
Email Address	<input type="text" value="name@domain.com"/>	Secret Answer	<input type="text"/>
		Select bill delivery	<input type="text" value="Select Bill Delivery Option"/>

You also will be prompted to choose and enter a unique **password** for your account. A **secret question** and **secret answer** allows an alternative method of verification if you forget your password.

You will also be asked to select a bill delivery option.

- Email—electronic bill notification delivered by email or text
- Paper—current bill delivered via postal mail
- Email and Paper—electronic notification plus current bill delivered via postal mail.

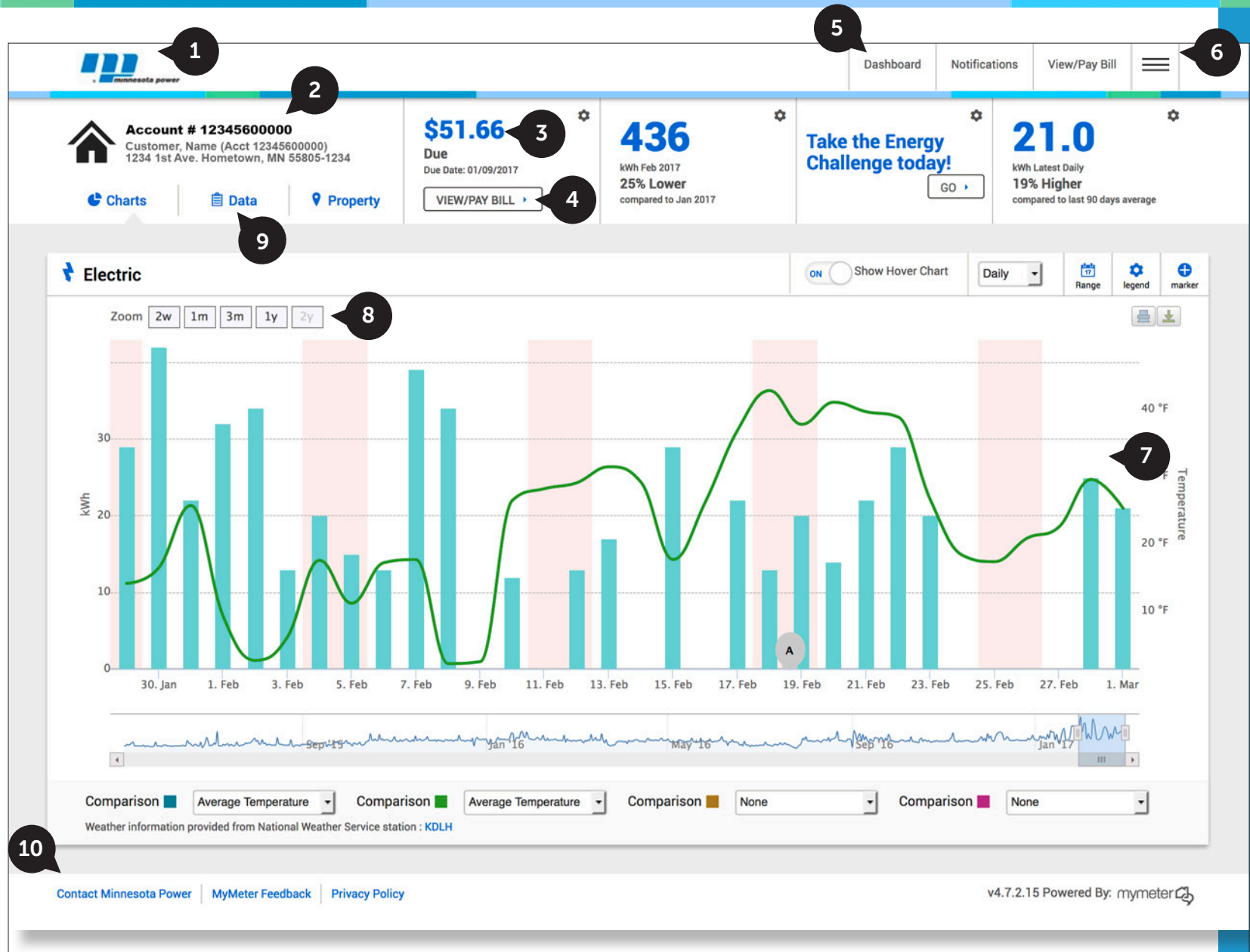
Click on the **CREATE ACCOUNT** button and you are logged in.

If you need assistance please call **1-800-228-4966**

We believe you will find MyAccount to be a very intuitive tool, so feel free to click around and explore all the options.

These are some of the key information areas in this screenshot to help get you started.

- 1) Back to mnpower.com website
- 2) Your account number and address
- 3) Current account balance due
- 4) View/pay bill electronically
- 5) Navigation
- 6) Forms, settings, and other payment options
- 7) Energy use graph
- 8) Time period view
- 9) Data
- 10) Contact/Feedback/Privacy Policy



MyAccount gives you as much or as little detail as you want.

Account # 12345600000
Customer Name (Acct 12345600000)
1234 1st Ave. Hometown, MN 55805-1234

\$51.66
Due
Due Date: 01/09/2017

436
kWh Feb 2017
25% Lower
compared to Jan 2017

Take the Energy Challenge today!
GO

21.0
kWh Latest Daily
19% Higher
compared to last 90 days average

Charts Data Property VIEW/PAY BILL

Account # 12345600000
Customer Name (Acct 12345600000)
1234 1st Ave. Hometown, MN 55805-1234

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Due Date: 01/09/2017

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Electric

Zoom 2w 1m 3m 1y 2y

Type Energy Upgrade

Date 03/02/2017

Start Time 3:12 PM

Description

View All Cancel Add Marker

Comparison Average Temperature Comparison None Comparison None Comparison None

Weather information provided from National Weather Service station - KDLH

Contact Minnesota Power MyMeter Feedback Privacy Policy v4.7.2.15 Powered By: mymeter

Account # 12345600000
Customer Name (Acct 12345600000)
1234 1st Ave. Hometown, MN 55805-1234

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Charts Data Property VIEW/PAY BILL

Location #1234567890
1234 1st Ave.
Hometown, MN 55805-1234

Details

Name MyMeter Name

Primary Use Single Family

Total Sq Ft 0

Year Built 0

Profile 0% Complete

Property Profile

Overview Structure Heating/AC Water Heating Appliances Lighting Electronics Pools & Hot Tubs Generation

Overview

By providing basic information about your property, such as the size and age of your home, fuels used for major systems (heating and cooling), and types of appliances and lighting, MyMeter will soon be able to give you more tools to gain insight into your energy use. Your individual Property Profile is confidential and Minnesota Power will not share your information.

If you previously registered on the Power of One Portal and/or filled out a Your Home Energy Report survey, your Property Profile may already have some prepopulated information. If this is the case, please review your profile and update as needed. Information can be added or updated at any time as long as your account is active at your current address.

Please take some time to provide basic information about your property by clicking "Okay" below and navigating through the tabs above.

GET STARTED

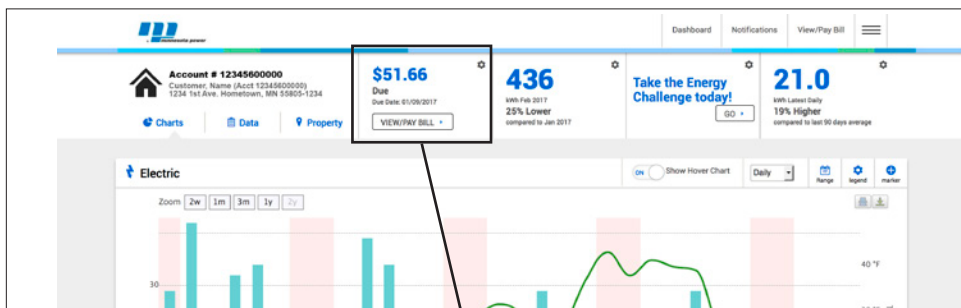
Contact Minnesota Power MyMeter Feedback Privacy Policy v4.7.2.15 Powered By: mymeter

- 1) Set energy markers to note events or upgrades that may impact your energy usage (these may be automatically set if you participated in conservation programs like rebates or a home energy analysis).
- 2) Energy Marker on the graph.

3 & 4) By providing basic information about your property, such as the size and age of your home, fuels used for major systems (heating and cooling), and types of appliances and lighting, MyAccount will soon be able to give you more tools to gain insight into your energy use. Your individual Property Profile is confidential and Minnesota Power will not share your information.

Billing History

Billing History page shows bills, payments and letters.
Click "View/Pay Bill" to access your Billing and Payment history.



Account # 12345600000
Customer, Name (Acct 12345600000)
1234 1st Ave. Hometown, MN 55805-1234

Amount Due: \$51.66

Bill Delivery Options
Email NO Paper YES

To pay online, click the "Pay Bill" button above. Click here to view other payment options.
Multiple Account holders: Please click the "Select Account" button above to view another account's balance or make a payment on a different account.

Date	Type	Due Date	Amount	View
3/7/2017	Payment (Thank You)		(\$130.11)	
2/21/2017	Bill	3/8/2017	\$130.11	View Bill
2/9/2017	Payment (Thank You)		(\$119.45)	
1/20/2017	Bill	2/6/2017	\$119.45	View Bill
1/9/2017	Payment (Thank You)		(\$109.20)	

Account # 12345600000
Customer, Name (Acct 12345600000)
1234 1st Ave. Hometown, MN 55805-1234

Account # 12345600001
Customer, Name (Acct 12345600001)
1234 1st Ave. Hometown, MN 55805-1234

Multiple Account holders: Please click the "Select Account" button above to view another account's balance or make a payment on a different account.

- 1) Make an online payment for selected account by clicking the "Pay Bill" button.
- 2) "View Bill" button renders a PDF copy of the bill or letter. Save or print your document as desired.
- 3) Customers with Multiple Accounts can click "**Select Account**" to view and make payments on other accounts.