

How to create a Google My Business account

Sign in to a Google Account:

If you don't have one, create a free Gmail account.

Go to the Google Business Profile manager.

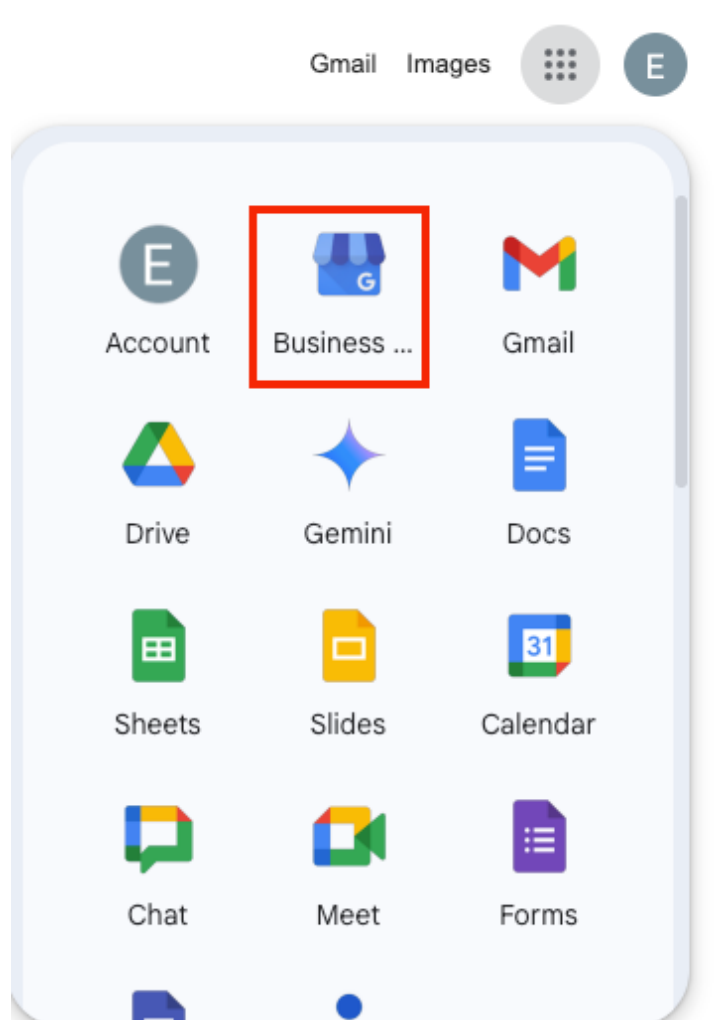
Click "Manage now" to start the process

Gmail Images  

Google

Search Google or type a URL





Enter Your Business Information:

Business Name: Enter the name of your business.

Business Category: Choose the primary category that best describes your business.

Business Address: Add your business address (if applicable).

Service Area (if applicable): Specify the areas where you provide services.

Phone Number and Website: Add your phone number and website URL.

Complete Your Profile:

Add business hours, payment methods, and any other relevant details.

Upload photos of your business and its products/services.

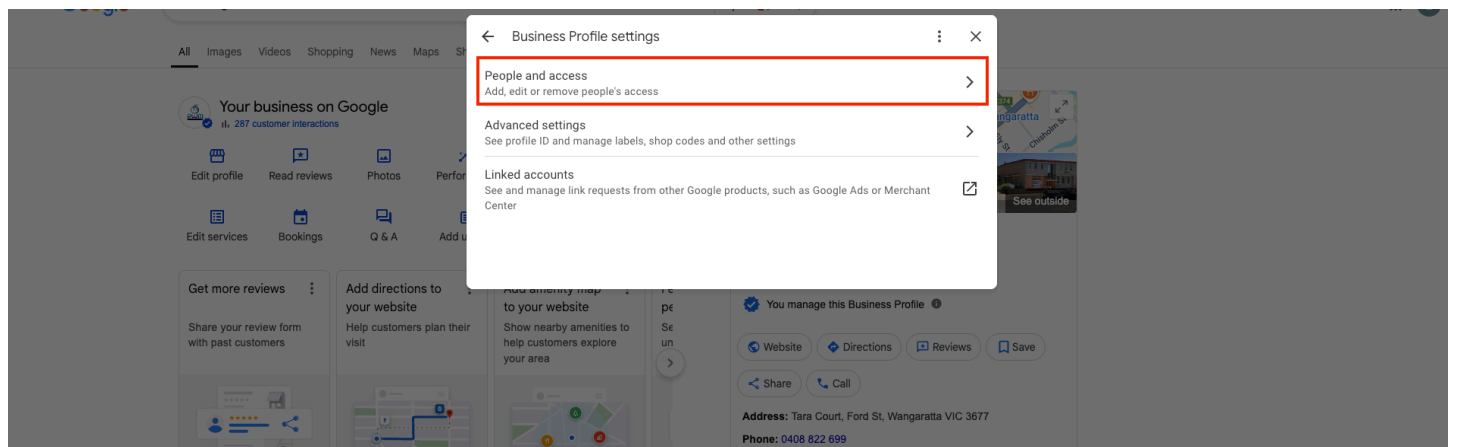
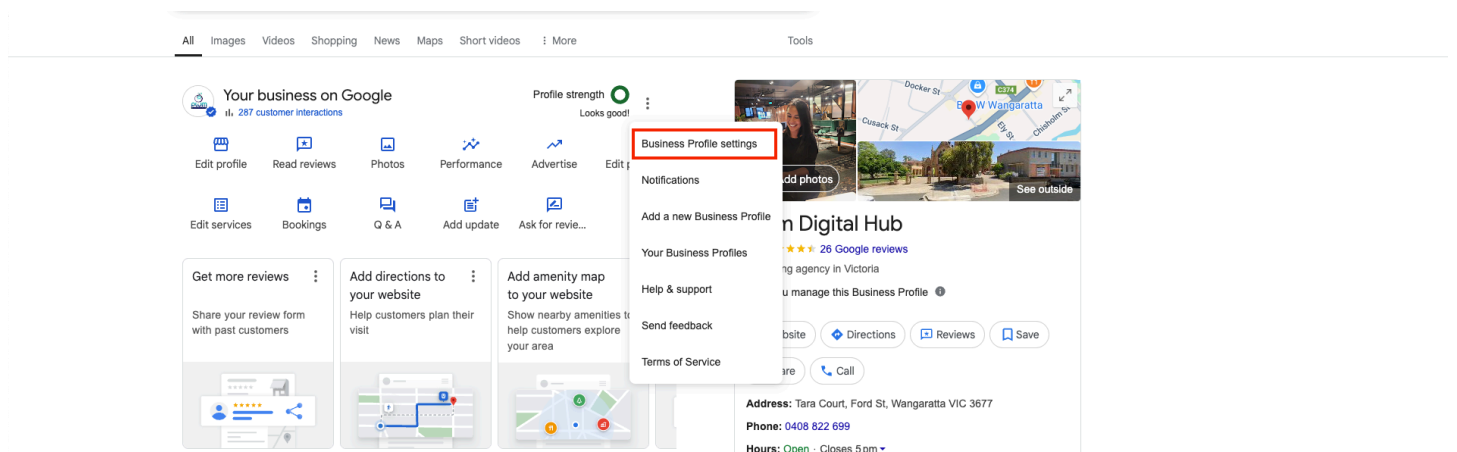
Verify Your Listing:

Google will send you a verification code to your business address or phone number.

Follow the on-screen instructions to verify your listing

To add someone to your account you need to select the 3 dots next to your profile strength

Then select Business Profile Settings



Only an owner of this Business Profile can add, edit or remove people's access