Why Use Google My Business?

It helps your business show up on Google Search and Maps when customers look for services like yours nearby. Plus, you can share your contact info, hours, photos and get reviews.

Step 1: Go to Google My Business

- Visit: google.com/business

Step 2: Sign In or Create a Google Account

- Sign in with your existing Google/Gmail account.
- If you don't have one, click **Create account** and follow the prompts.

Step 3: Enter Your Business Name

- Type your business name exactly as you want it to appear.
- If it doesn't show up, click **Add your business to Google**.

Step 4: Choose Your Business Category

- Pick the category that best fits your service, e.g., "Security Systems Installer" or "Home Security Company."

Step 5: Add Your Location

- If you have a physical shop or office that customers can visit, enter your address.
- If you work from home or travel to customers, you can choose "No" when asked if you want to add a location customers can visit.
- Then, specify your service area (e.g., "Bristol area").

Step 6: Add Contact Details

- Enter your business phone number and website (if you have one).
- This info shows up on Google for customers to contact you.

Step 7: Verify Your Business

- Google will ask you to verify your business, usually by sending a postcard to your address with a code.
- Follow the instructions to enter the code and verify.
- Sometimes phone, email, or instant verification options are available.

Step 8: Complete Your Profile

- Add business hours.
- Upload photos of your work, logo and team.
- Write a short business description.

Step 9: Manage Reviews

- Ask happy customers to leave Google reviews.
- Reply to reviews to show you care.

Step 10: Keep Your Info Updated

- Regularly check your GMB dashboard to update hours, add photos and post offers.

Quick Tips:

- Use clear photos that show your work or products.
- Keep your business hours accurate.
- The more info you add, the better you'll show up in search results!