



How to create a Google My Business page



How to create a Google My Business page using your computer desktop

1

Stand out on Google with a free Business Profile

Turn people who find you on Google Search and Maps into new customers with a free Business Profile for your storefront or service area. Personalize your profile with photos, offers, posts, and more.

Step 1:

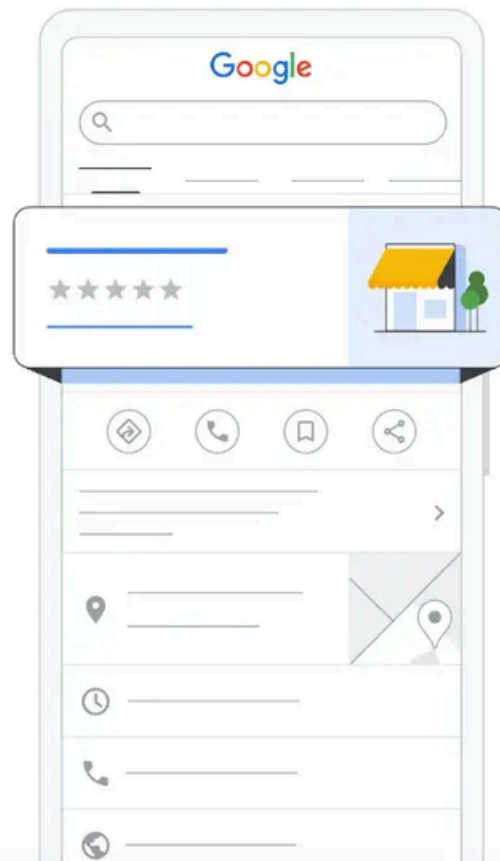
Log into the Google Account you want to be associated with your business (or [create a Google Account](#) if you don't already have one).

Tip: See this [step-by-step guide on how to create a new Google Account?](#)

2

Manage now

3



Get your business discovered on
Google Search, Maps and more

Enter a few business details to get started

Business name*

Aja Inc.

Continue

Step 2:

Go to

**www.google.com/intl/en_us/business/ and
select 'Manage now'.**

Step 3:

**Enter your business
name.**

4

← Choose your business type

Select all that apply to Aja Inc.

- ☐ Online retail
Customers can purchase products through your website
- ☐ Local store
Customers can visit your business in person
- ☐ Service business
Your business makes visits to customers

Next

Step 4:
Choose your business type — you're most likely a service business.

Step 5:
Time to choose the category. Select the most accurate category possible — you're essentially telling Google which type of customers should see your business listing.

5

← Enter a business category

Help customers discover your business by industry by adding a business category

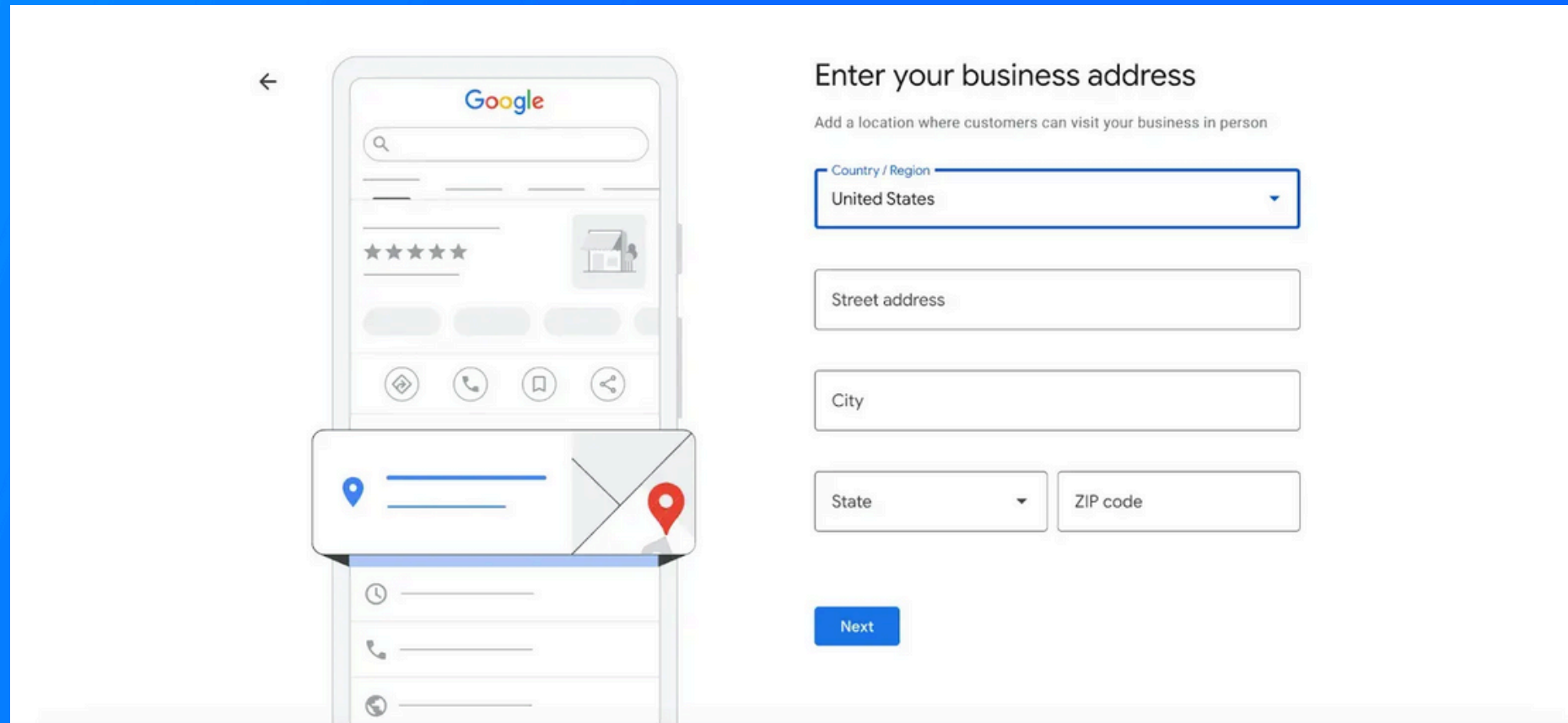
Business category*
jewelry store

Jewelry store

Next

Tip: Fill out your profile fully, and don't limit your brand to one category. You can add up to 10 different sub-categories to your business beyond your primary option, which can help Google better understand everything you offer.

6



The screenshot shows the Google Business Profile setup interface. On the left is a mobile app preview. The main area is titled "Enter your business address" with the subtitle "Add a location where customers can visit your business in person". It features a "Country / Region" dropdown menu set to "United States", followed by input fields for "Street address", "City", "State" (a dropdown), and "ZIP code". A blue "Next" button is at the bottom.

←

Google

Country / Region
United States

Street address

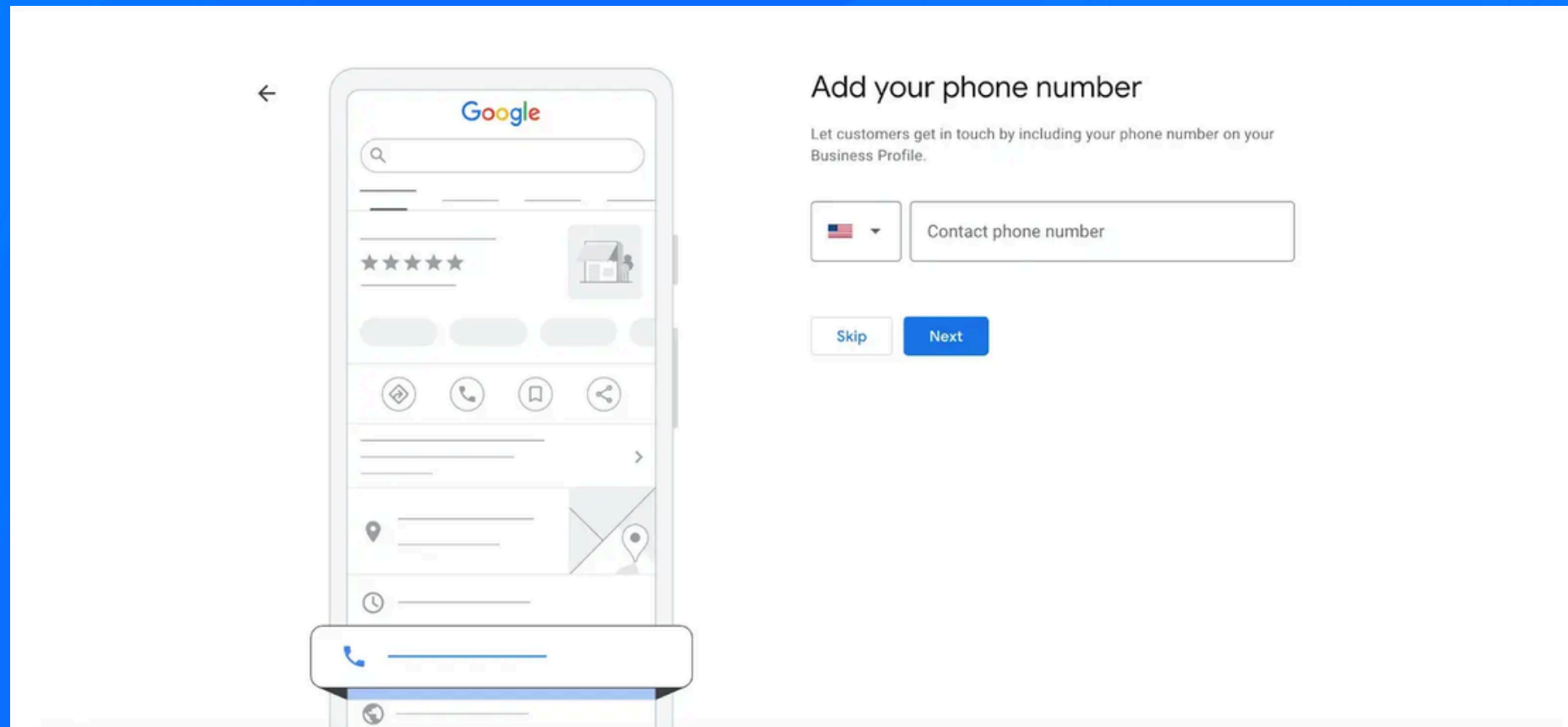
City

State ZIP code

Next

Step 6:
Enter your business address.

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The screenshot shows the Google Business Profile setup interface for Step 7. On the left is a mobile app preview. The main area is titled "Add your phone number" with the subtitle "Let customers get in touch by including your phone number on your Business Profile." It features a country dropdown menu (set to the US) and a "Contact phone number" input field. At the bottom are "Skip" and "Next" buttons.

←

Google

Add your phone number

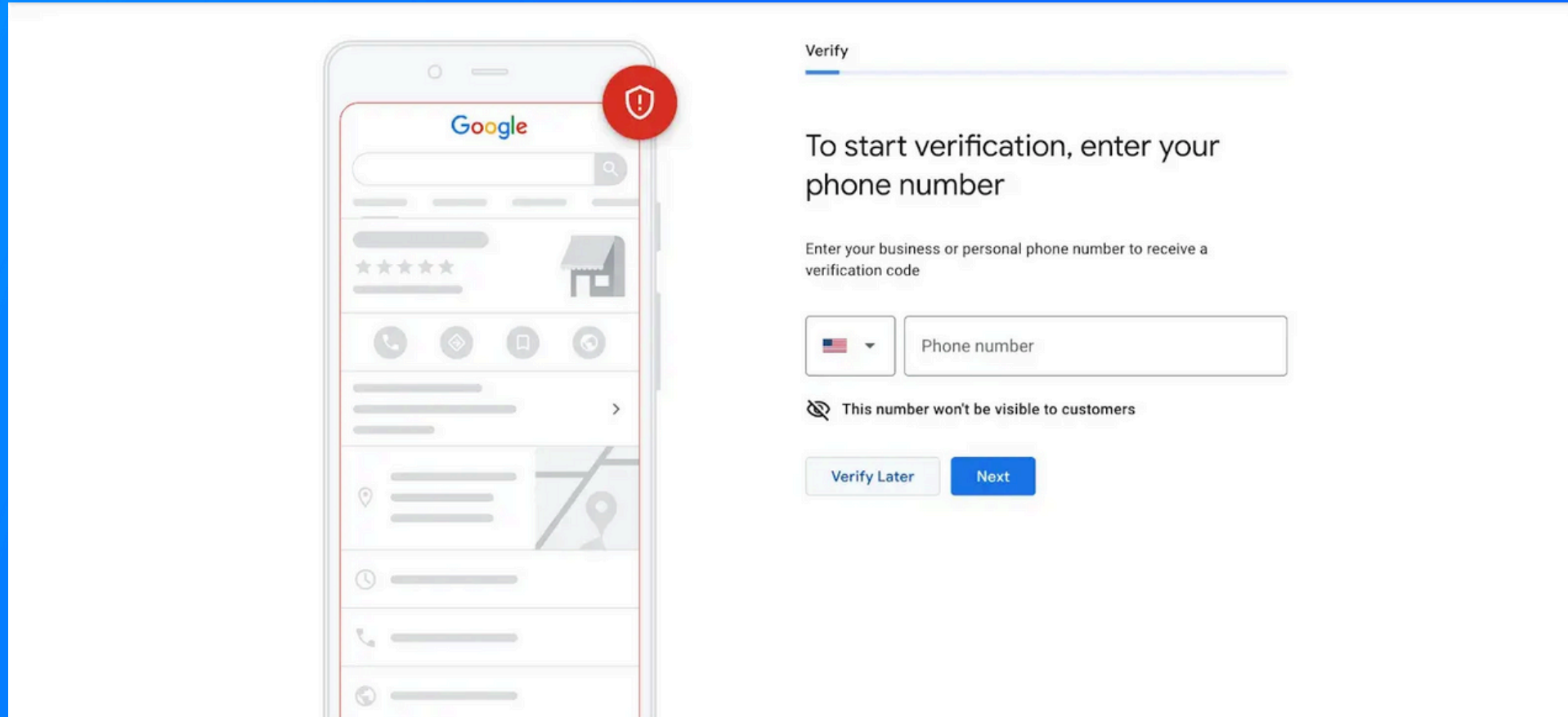
Let customers get in touch by including your phone number on your Business Profile.

Contact phone number

Skip Next

Step 7:
Add your business phone number (optional).

8



Verify

To start verification, enter your phone number

Enter your business or personal phone number to receive a verification code

Phone number

This number won't be visible to customers

Verify Later Next

Step 8: Choose a verification option.

There are several ways to verify your account:

- Postcard
- Phone
- Email
- Instant verification

[Click here](#) for a step-by-step guide for each verification process.



Thank you!