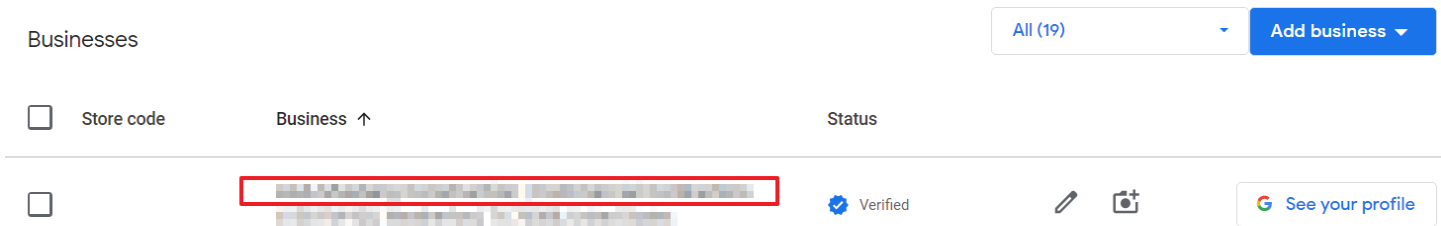
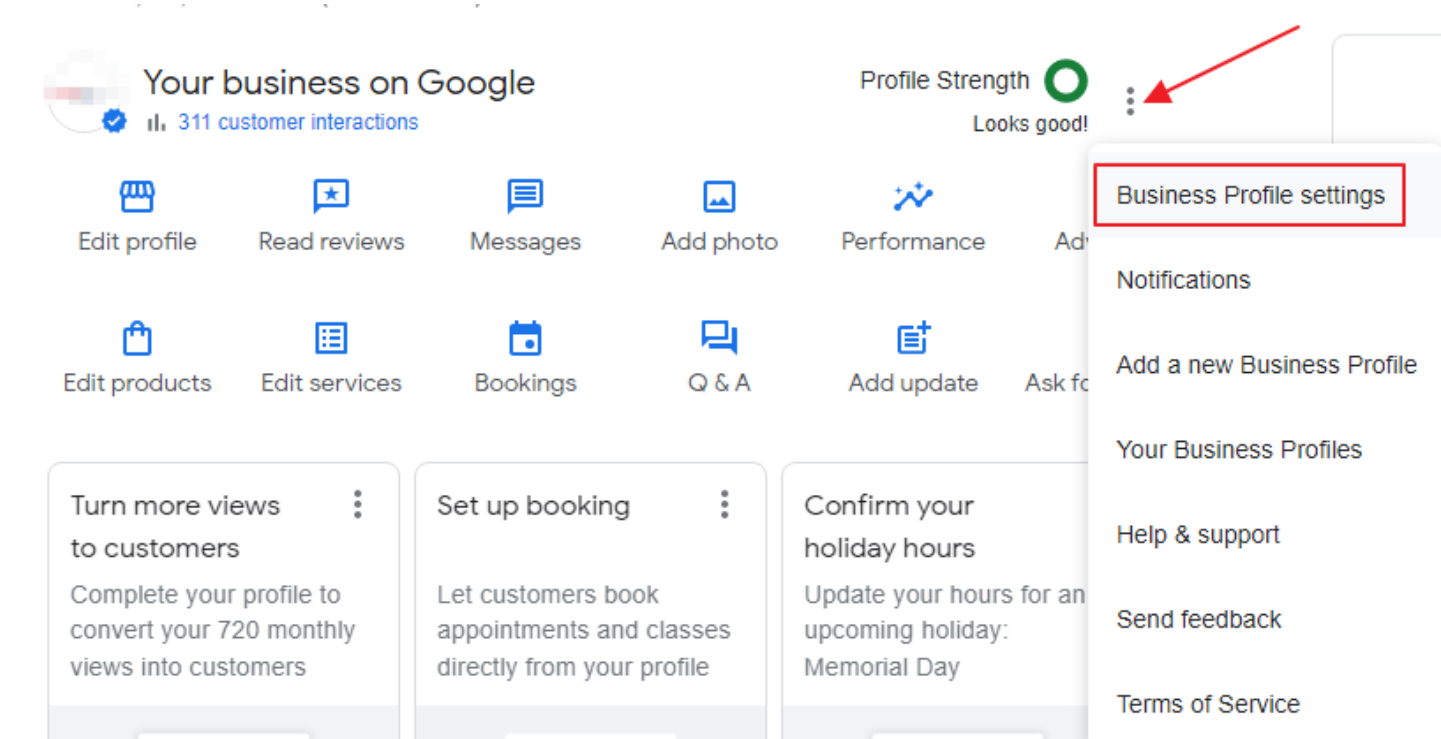


To add Authority Solutions® to Google Business Profile:

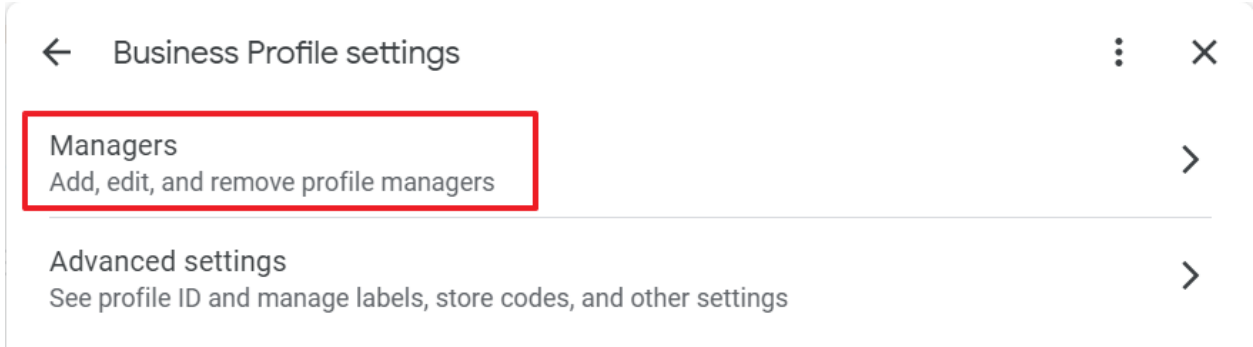
- 1. Sign in to <https://business.google.com/>.
- 2. Click on the "**See your profile**" button on the location you want to manage in your Google Business Profile dashboard.



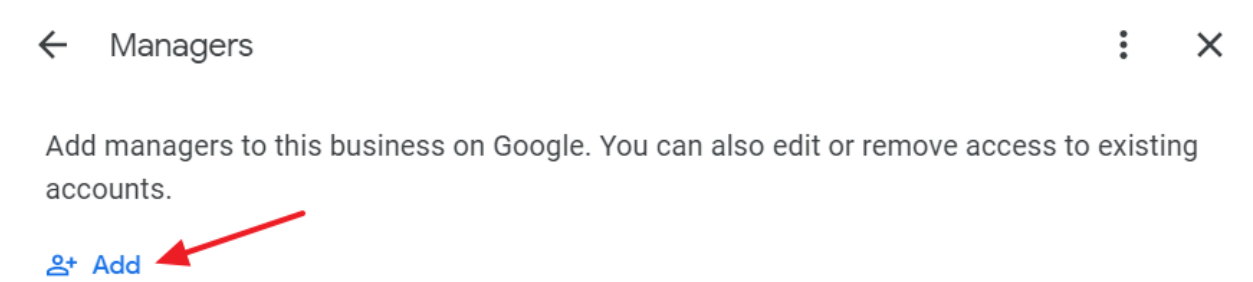
- 3. On the next screen, click the three dots then **Business Profile Settings**



- 4. Click **Managers**



- 5. Click **Add**



6. In the email address field, add the business group **5499341260 (Authority Solutions Clients)**.
Select Owner and click Invite

←

Add manager

⋮

×

Email address

ⓧ

Access

Select what role you'd like to grant this person to manage this Business Profile on Search and Maps.
You can change it at any time.

☒

Owner

Can edit, add managers, and transfer ownership of the Business Profile on Search and Maps

☐

Manager

Can make changes to the Business Profile on Google Search and Maps

Cancel

Invite

Authority

SOLUTIONS®