

Claiming your Google My Business



What is Google My Business?

Google My Business is a **free and easy-to-use tool** for your business to **manage your online presence** across Google, including Search and Maps.

Why is Google My Business Important?

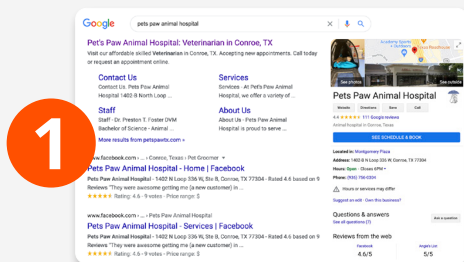
By claiming and verifying your Google My Business listing, you can own and **update your business information on Google at any time**. With updated information, you **make it easy for consumers to find and contact you** while **creating a great seamless customer experience** right from the start.



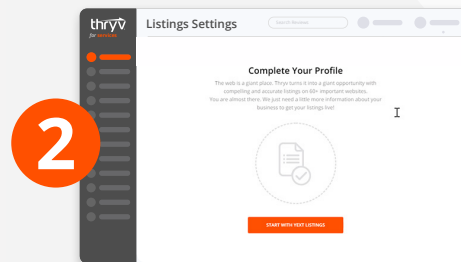
Businesses that verify their information with Google My Business are **twice as likely to be considered reputable** by consumers.

Claiming your GMB is easy with Thryv

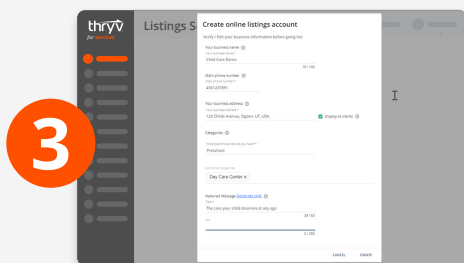
Instantly claim and verify your Google My Business listing, and connect it in Thryv to update your business information on Google directly through Thryv.



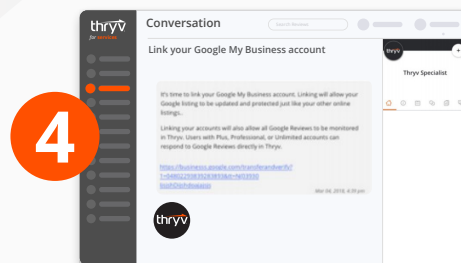
Your new Thryv will help manage your Google My Business listing!



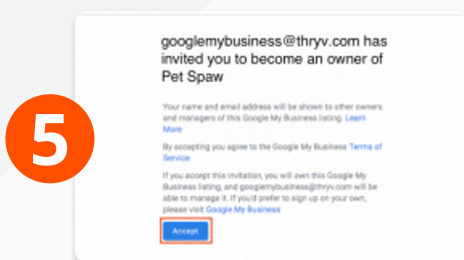
Enter your business information and complete the Quick Start setup or go to Settings > Listings.



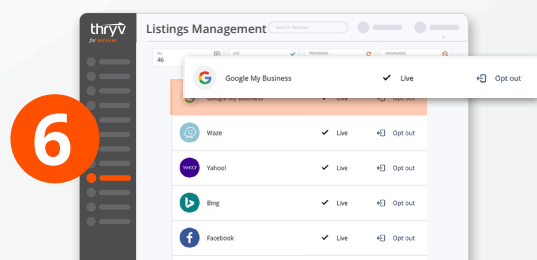
The Google My Business Instant verification process begins.



You will receive a notification in the Thryv Inbox to claim your new Google My Business listing.



Click the link and sign in to your Google account and click "Accept."



Your Google My Business listing is now claimed and connected!

Claiming your Google My Business

If you have already claimed and verified your Google My Business listing:

1. Click "Connect" next to Google in the Thryv Listings Manager (**Online Presence > Listings Management**).
2. You will be prompted to accept the terms for Google My Business and sign-in to your Google account to claim and verify your listing.

Things to know

- You will need to create a Gmail account if you do not already have one. You can also take advantage of our Domain-Based Gmail Account.
- If you have already claimed and verified your Google my Business and unable to complete the steps above advise your Thryv Support Specialist.
- Categories selected must be allowed by Google.
(see restricted categories below)
- In the event your business cannot be connected via Thryv Instant Verification, connection and verification must be completed an alternate way.

Hidden Address

- > If you have requested to have your address hidden on your existing Google My Business listing, you must select to have it hidden in Thryv as well. Failure to do so could result in duplicate listings being created.
- > The service area for Google My Business listings with a hidden address must be updated in Yext Advanced.
- > Existing Google My Business listings with a hidden address must be connected to Thryv via Yext Advanced by unlinking the **thryvgmb@gmail.com** in "linked accounts" and then connecting the listing in Thryv.

Alternate ways to Verify and claim your GMB listings

1. By Telephone/Email	1. From the Google listing select "Claim this business." 2. Enter your business information and business category. 3. Choose your choice of verification method to receive a code to verify your business.
2. Postcard in the mail	1. Google will send you a postcard with a pin to the verified business address. 2. Google will mail your PIN postcard, by standard mail. Postcards typically arrive within 2-4 weeks but may take longer depending on your location. 3. Once you receive the postcard immediately call 1-800-GO-THRYV and provide the pin number on the card to any Thryv Support Specialist.
3. Yext Advanced App	Launch the Yext Advanced app in the Thryv App Market to claim your Google My Business listing. Also add additional features such as extended hours, menus, payment methods and more!

Restricted Categories for Instant Verification

Locksmith & Plumbers	Cable & Internet providers	Lawyers and legal services
Car services (taxis, limos, etc.)	Alcohol and drug abuse recovery services	Personal and small business loans
Towing services & Auto glass repair	Home or office cleaning service	Contracting service for home or business work and repair
Garage door repair	Bail Bond providers	Electrical repair, installation and inspection services
Moving companies	Pest control services	Flower shops and flower delivery services
Adult businesses	Insurance providers to individuals or small businesses	
Computer & appliance repair		

Need Help? Contact Thryv Support **1-800-GO-THRYV**