

## Google My Business

The following steps are for adding Lobster Marketing Group to your Google My Business listing.

1. Log in to your Google My Business listing here: [GMB link](#)
2. Click into the listing or listings that we will be managing.
3. On the left menu, click on the Users tab.
4. In the upper right corner, click the plus sign with little people.
5. Type in the following email: **myteam@lobstermarketing.com**
  - a. You will need to click the profile that shows the lobster claw logo.
  - b. In the choose a role section, please choose **manager**. (not site manager)
2. Repeat the steps for multiple listings.

Once complete, please let us know, and we will email you a confirmation that we have received the invites.

## Bing For Business

The following steps are for adding Lobster Marketing Group to your Bing For Business listing.

1. Log in to your Bing For Business listing here: [Bing For Business link](#)
2. Click into the listing or listings that we will be managing.
3. On the bottom left, click the button that says **manage users**.
4. Type in the following email: **myteam@lobstermarketing.com**
5. Click **Add**
6. Repeat the steps for multiple listings.

Once complete, please let us know, and we will email you a confirmation that we have received the invites.

## Yelp For Business

The following steps are for adding Lobster Marketing Group to your Yelp For Business listing.

1. Log in to your Yelp For Business listing here: [Yelp For Business link](#)
2. Click into the listing or listings that we will be managing.
3. On the very top menu, click the **Account Settings** button.
4. Under additional options, click the **Share access to this business**.
5. Click **Invite a User**.
6. Ensure that all listings you are sharing with us are checked.
7. Type in the following email: **myteam@lobstermarketing.com**
8. Click Send Invite.

Once complete, please let us know, and we will email you a confirmation that we have received the invites.