

# Google My Business Checklist

Stand Out On Google For Free

## Claim & Verify

- Claim Your Business at [business.google.com/create](https://business.google.com/create)
- Verify Your Business via mailed postcard or other options

## Provide Information

- Business Name
- Business Categories
- Address
- Service Areas
- Hours
- Phone Number
- Website URL
- Services/Menu/Products
- Business Attributes
- Business Description

## Upload Media

- Interior Photos
- Exterior Photos
- At Work Photos
- Team Photos
- Identity Logo
- Video Intro

## Engage with Customers

- Ask Clients for Reviews
  - Respond to Reviews
  - Install the Mobile App
  - Start Posting Regularly
- [Get Your Free Marketing Kit at marketingkit.withgoogle.com](https://marketingkit.withgoogle.com)