The Ultimate Google My Business Checklist

Info	Posts	Insights	Photos	Videos
Company Name	Event	Customer Search	Cover Photo	Promote Items
Business Category	Offer	Queries	Logo	Introduction Video
Address	Product	Customer View	☐ Team Photo	Interior Video
Service Area	Book	Customer Actions	Interior Photos	Exterior Video
Opening Hours	Order Online	☐ Direction Requests	Exterior Photos	Products
Special Hours	Buy	Phone Calls	At Work	
Opening Date	Learn More	Photo Views	Products	
Description	Sign Up	Description		
Services	Call Now			
Website	Reviews	Messaging	Bookings	Users
Create	Ask for Reviews	☐ Install GMB App	Sign Up	Add Owner
	Respond to ALL Reviews		Choose Provider	Add Primary Owner
				Add Manager
				Add Site Manager

