How to Add owners & managers on Google My Business

- 1. Sign into your Gmail account
- 2. On Google Search, search for "my business."
- 3. Click on Google My Business app and then "Manage now"



4. On Google Search or Maps, search for your business name and city.



- 5. In your Google Maps app, at the top right, tap your profile photo or initial Θ > Your Business Profile.
- 6. Select View profile to manage your Business Profile.
- 7. Click Menu **Business Profile settings** > Managers.





←	Business Profile settings	:	×
Managers Add, edit and remove profile managers			>

8. At the top left, click Add +.....

\leftarrow	Managers	:	×
--------------	----------	---	---

Add managers to this business on Google. You can also edit or remove access to existing accounts.



9. Enter a name or email address.



- 10. Under "Access," choose **Owner**.
- 11. Click Invite.