



# Google Business Onboarding Kit

Prepared for Success by CreativelyGrow

## • 1. SECURE ACCESS SETUP

To handle your SEO and technical setup without needing your private passwords, please follow these steps:

1. Search Google for: "**May's Homebridge**"
2. In the menu, click the **three vertical dots** on the right side.
3. Go to **Business Profile Settings > People and Access**.
4. Click **+ Add** and enter our agency email: **[YOUR EMAIL]**
5. Select the **Manager** role and send the invite.

## • 2. SEO-OPTIMIZED BUSINESS ABOUT

Use this pre-optimized description to ensure you rank for real estate searches:

*"May's Homebridge is your premier real estate liaison, dedicated to building a seamless path to your dream home. We bridge the gap between home seekers and the complex real estate market by providing expert consultations, personalized guidance, and professional representation. Whether you are a first-time homebuyer or looking for your next investment, May's Homebridge simplifies the process, handles the heavy lifting, and ensures you make the most informed decision possible."*

### • 3. VERIFICATION ASSETS CHECKLIST

Google requires proof of business validity. Please have these items ready for upload or video call:

- **Official Logo:** Provide the transparent high-res logo we finalized.
- **Legal Proof:** Business registration, license, or a recent utility bill in the business name.
- **Visual Trust:** Photos of your workspace, team, or branded equipment/cards.

### • 4. GROWTH & AUTOMATION FEATURES

Once access is granted, we will activate these premium tools for you:

- **Auto-Nurture:** Instant AI-powered replies to all Google messages.
- **Review Engine:** Automatic requests to build your 5-star reputation.
- **Live Chat Integration:** Enabling direct "Chat" buttons on your Google search listing for instant lead capture.