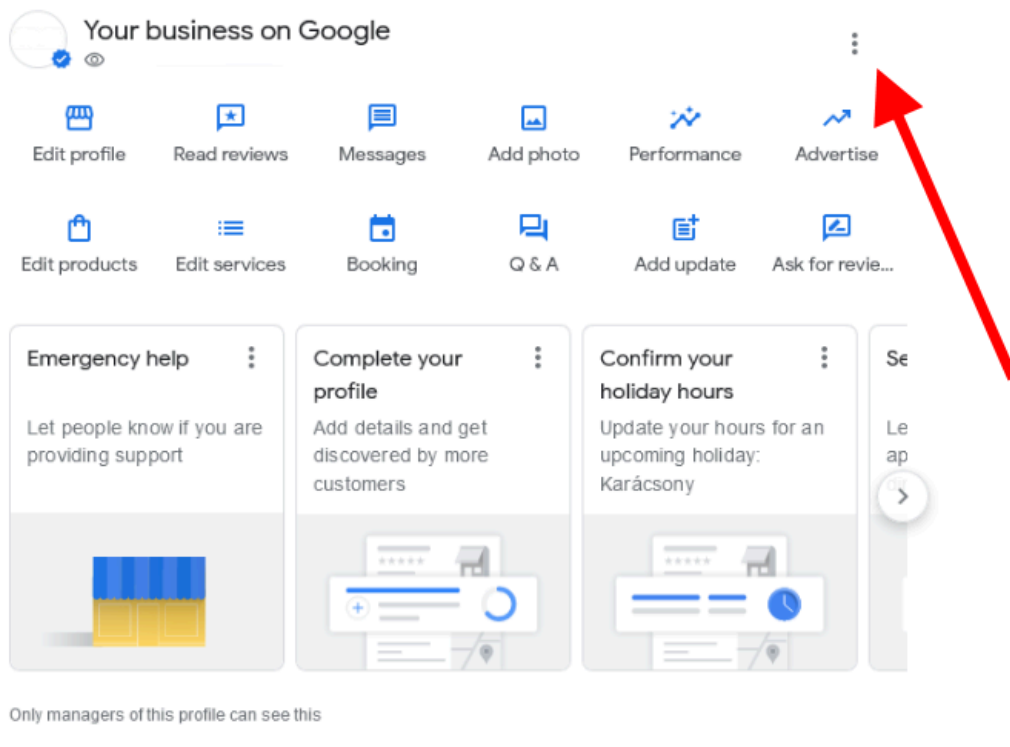
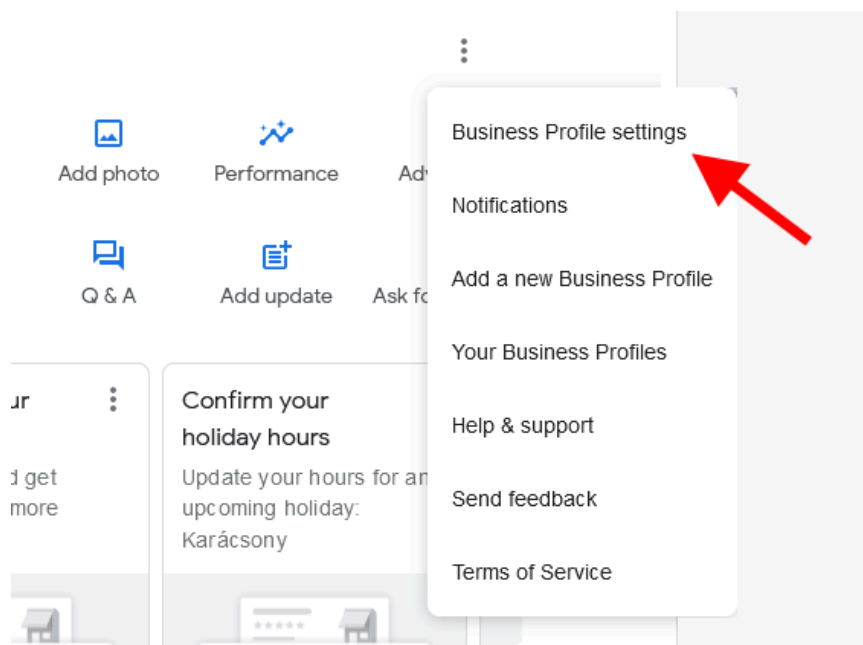


## How to grant us manager access?

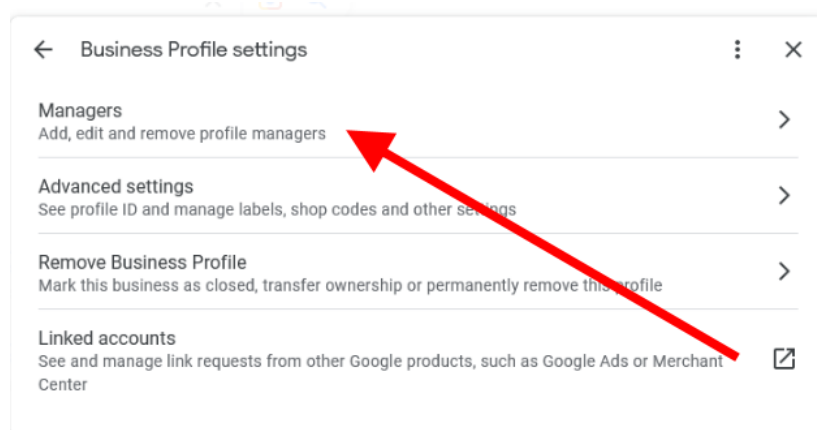
#1 Open your GBP admin and if there are more businesses, then select the appropriate one. You will be redirected to Google Search to manage your listing. Click on the three dots at the top right corner:



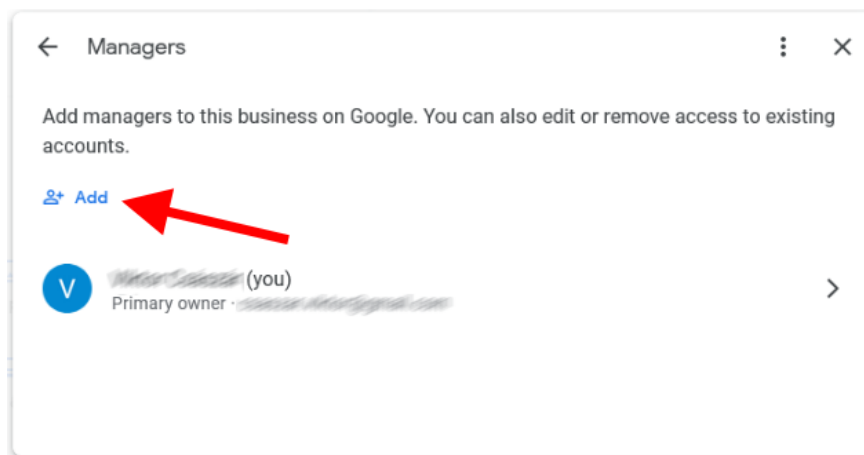
#2 Click on Business Profile Settings:



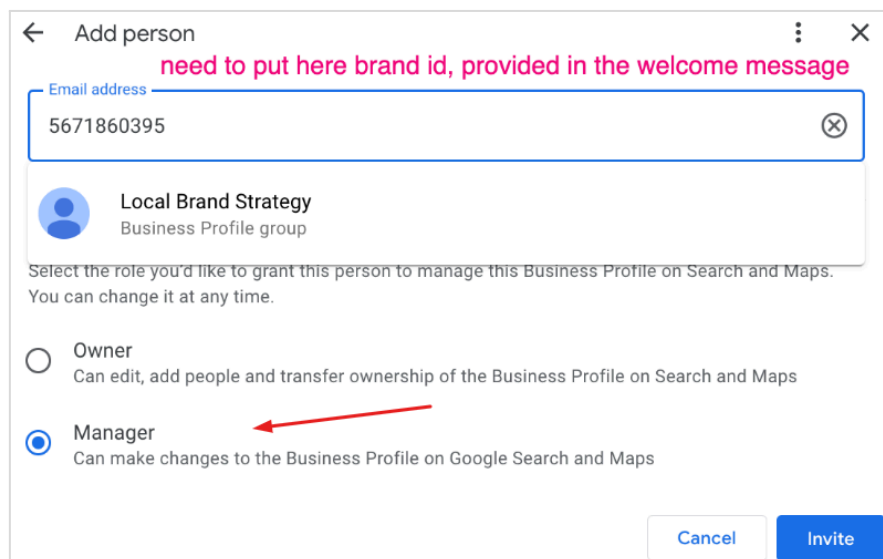
#3 Click on Managers:



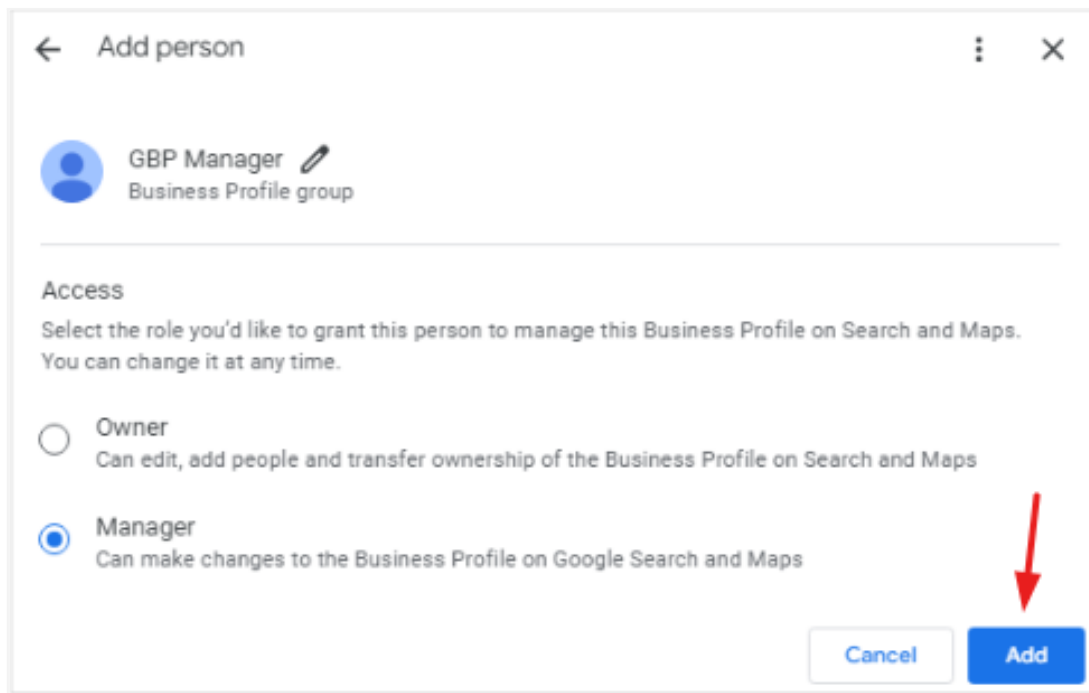
#4 Click on Add



#5 Change the access level to Manager and type the BRAND ID number provided (example: **5529077083**) into the Email address field. Click on the appearing GBP Manager name.




#6 Finally, click on the Add button:



The screenshot shows a dialog box titled "Add person" with a back arrow on the left and a close button on the right. Below the title, there is a blue circular icon with a person silhouette, followed by the text "GBP Manager" and a pencil icon, and "Business Profile group" below that. A horizontal line separates this header from the "Access" section. The "Access" section contains the text "Select the role you'd like to grant this person to manage this Business Profile on Search and Maps. You can change it at any time." Below this text are two radio button options: "Owner" with the description "Can edit, add people and transfer ownership of the Business Profile on Search and Maps", and "Manager" with the description "Can make changes to the Business Profile on Google Search and Maps". The "Manager" option is selected, indicated by a blue dot in the radio button. At the bottom right of the dialog box are two buttons: "Cancel" and "Add". A red arrow points directly to the "Add" button.

← Add person

GBP Manager   
Business Profile group

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**Access**  
Select the role you'd like to grant this person to manage this Business Profile on Search and Maps.  
You can change it at any time.

☐ Owner  
Can edit, add people and transfer ownership of the Business Profile on Search and Maps

☒ Manager  
Can make changes to the Business Profile on Google Search and Maps

Cancel Add