## How to list your business on Tripadvisor

1. Go to <u>tripadvisor.com.au/Owners</u> and search for your business. There may already be an existing listing for your business that you can claim.

## **Existing listing**

If there is an existing listing for your business follow these steps:

2. Type in your business name. If it appears in the drop-down menu, select it and click Claim Your Business.



3. Then click "Claim Your Free Listing".



4. Proceed to steps 5-6.

## New listing

2. If your business did not show in the search box then you will need to click "List it now" at the bottom of the search results.



- 3. Once you are on this page <u>www.tripadvisor.com.au/GetListedNew</u> complete the steps to list your business.
- 4. Proceed to steps 5-7.

## 

5. Complete your listing for your hotel, restaurant or attraction, including map reference, and click next.

If you are litting a holiday rental, please click here. Read the complete Tripadvisor policy for accommodations.						
Your information						
Name*	Email*	Need to correct an existing listing?				
		This page is for adding new listings. To update or manage an existing listing, please visit the				
What is your role at this business? Select one	×					
Listing information for your c	ccommodation					
Listing information for your c	ccommodation Country*					

6. Complete any other information required, including description and uploading a photo, and click Submit.

Email			Your Website Address	
Email for customer enquiries			http://	
Faceboo	k Page			
Facebook	Poge			
Total nurr Price ran		res * Price range (pe night)	r	
	s (por night)			
O Avera room	to Max	-Select a curr		×
Min	to Max	-Select a curr		

7. Your submissions will be reviewed and Tripadvisor will contact you within a week.





For more information contact the Department of Industry, Tourism and Trade on 08 8999 3900 or visit <u>tourismnt.com.au</u>