## 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.

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

Read the complete Tripadvisor policy	se cilick here. 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
Select one	×	
Listing information for your c	accommodation	
Listing information for your c	accommodation Country*	

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

errorit			Your Website Address	
Email for a	customer enquirles		http://	
Faceboo	k Page			
Facebook	Page			
Total nur	nbor of rooms & suit	:es *		
Avera	ige price of s (por night)	night)		
Avera room	to Max	night) -Select a curre	ency	•
Avera o Avera rooms Min Descripti 400 chara	to Max	-Select a curre	angy-	•

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>