# **ALOCALACT**Local Listings Management





Good Neighbor Pharmacy Local Listings Management (LLM) assists you with managing your online business listings, which makes it easier for patients to find your pharmacy. By granting Good Neighbor Pharmacy ownership of your listing, we will ensure that your local data and pharmacy information are accurate, current and consistent across all digital business listings including Google, Bing and many other directories.

# **Listing Ownership**

#### Levels of Access Explained:

In order for Good Neighbor Pharmacy to manage your Google listing, Good Neighbor Pharmacy must own your Google listing. If you prefer to maintain ownership of your Google listing, you have the option to co-manage the account with Good Neighbor Pharmacy and you will be responsible for keeping the listing up to date. Good Neighbor Pharmacy will continue to update your information on listings outside of Google, including Bing, Foursquare, Yellow Pages and more.

#### **Levels of Google Business Profile Access:**

Google Business Profile	GNP Owned	Co-managed	Ownership Conflict (no GNP Access)
Description	GNP has ownership of your listing.	GNP shares ownership of your listing with you.	GNP does not have access to your listing.
Listing Updates	GNP will manage any updates that need to be made to your listing on your behalf.	To avoid overwriting any changes you make, GNP will not make automatic updates to your listing.	GNP is not able to make any updates to your listing.
Google Ads Implications (Premier only)	Your Google Ads will include location extensions that allow patients to click to get directions to your pharmacy.	Your Google Ads will include location extensions that allow patients to click to get directions to your pharmacy.	Location extensions that allow customers to click to get directions to your store cannot be added to your Google Ads. Google requires that GNP have access to your listing to add location extensions.

## **Updating User Access:**

If Good Neighbor Pharmacy currently owns your Google listing and you would like to request access to it, <u>you can do so by clicking here</u> or by contacting your advertising manager. You will be prompted to complete an online form from Google to request access to your listing.

If you currently own your listing and would like to grant Good Neighbor Pharmacy access to your listing, click below for simple step-by-step instructions to grant access.

Click here for guide to granting access to your listing.

## **Google Business Listing Updates**

If your listing is owned by Good Neighbor Pharmacy, we will update information such as your store hours, phone number, address and more based on the information that we receive from our data sources. If you have any questions about the data on your listing, please contact your advertising manager.

By default, your listing website will link to your Local Page on MyGNP.com. If you would like to update your listing with a custom website URL or add a custom description, you may do so by completing this form. **You can send new photos or videos to support@localact.com**. Please submit one form per listing that you would like to update.

Note: Good Neighbor Pharmacy will only update your Google listing if your listing is GNP Owned. If your listing is Co-Managed or not owned by GNP, we will not make updates to the listing.