## **Business Profile Management**

#### How do I update my business profile information?

To update your business profile in Biznomos, go to the Business Profile tab at the top and follow these steps:

In the fields below, add and update your company's information, which includes:

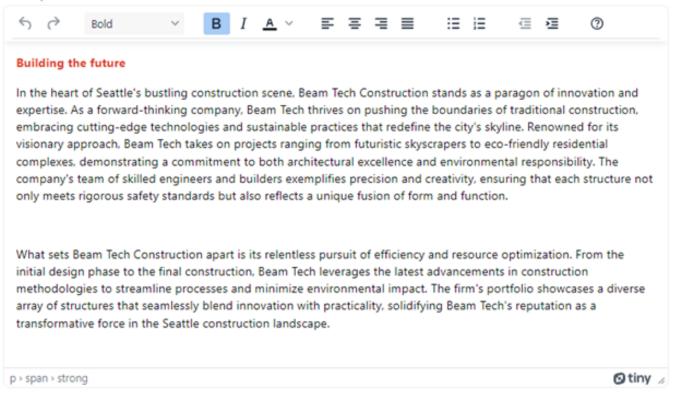
- 1. Company Name.
- 2. Website.
- 3. Phone Number.
- 4. Ext. (if necessary)
- 5. Fax.
- 6. Address.

#### **Business Profile** Company ID: 839 Classification: Construction Company Name \* Website Beam Tech Construction https://demo1.biznomos.com/beamtechconstructio Phone Number Ext. Fax 1 (234) 567-8900 123 1 (789) 456-1230 Address 2305 University Street Washington Seattle 98101 USA

- 7. Description advertise your company and its offering here to entice others in your organization to work with you and/or refer to your business to others in the association.
- 8. Company Logo.

## **Business Profile Management**

#### Description



Company Logo 🕜



REPLACE

REMOVE

- 9. Social Media Networks, which includes:
- a. Facebook
- b. Instagram
- c. YouTube
- d. X (previously Twitter)
- e. LinkedIn

# **Business Profile Management**



Update your business profile with the Update Company button.

UPDATE COMPANY

Didn't find what you're looking for? <u>Contact Biznomos Support</u> online or call toll-free at <u>1-800-232-3989</u> for additional help.

Unique solution ID: #1003

Author: n/a

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