

Before adding your business to the Vetanswers Business Directory, you may find it helpful to have a few things already prepared (yes you have homework! ;-)

- 🗨️ A 250 character (NOT word) summary of your business, one that best identifies who you are and what you do. This summary appears on the 'Business Search' page.
- 🗨️ Your business logo:
 - Maximum file size – under 300kb is best as larger images take longer to load & very large images won't load
 - Suitable file types – GIF, PNG, JPG
 - Best aspect to use – landscape is best, portrait aspect images can be used but some cropping will occur.

Once you have this information it's time to get started – just follow these easy steps:

1. Open www.vetanswers.com.au
2. Click on **'Membership Login'** :
3. Click on **'Not a member? Click Here'**
4. Fill in your details
5. Click **'Register'**
6. Click **'Click here to proceed to your Member Dashboard'**

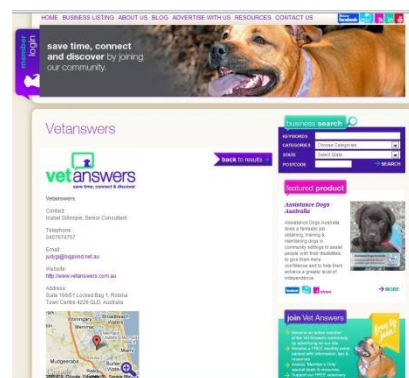


7. On your 'Member Dashboard' click **'Add Business'**
8. Details should already be filled in from previous page so just click **'Next'**
9. Select Your Package



If 'Free Membership' is chosen:

10. Select the categories you would like your business to appear in:
 - Choose **two** search categories for your business to appear under
 - If the right categories are not in the list – contact Vetanswers & we'll add them for you
11. Fill in your Business Summary
 - Remember you have 250 **characters** NOT words
12. Upload your business logo



13. Add in your website URL
14. Click '**Next**' at the very bottom of the page
15. As there is no charge for adding your business to our Business Directory with the '**Free Membership**' just send Judy an email to let her know you have finished your listing:
judyg@vetanswers.com.au
16. Click '**Logout**' and Judy will approve your listing.
17. Once approved feel free to revisit your listing and modify or update your listing at any time via your Dashboard
18. If at any time you would like to upgrade your Membership or add any of the other advertising or promotional opportunities then please contact [Vetanswers](#) directly & we will organise it for you