



## How to list your business on Business Local Traders

Promote your business in your area on the no.1 online business directory.

Grow your customers, enhance your listing and be visible online with simple, effective and choice of options that best suits your needs.

### 6 Months listing

**Full Company listing, including:**

- ✓ Your Business logo
- ✓ Add up to **3 images** for your business
- ✓ **150 characters** short **business description**
- ✓ 400 characters for **full description** of your business service/products
- ✓ Contact information: Address, Contact numbers, Email address
- ✓ Customers can email you direct via the form on the website
- ✓ Business opening hours
- ✓ Location on google map
- ✓ Listed under your chosen business category
- ✓ Business tags
- ✓ Link to your website URL
- ✓ Link to your Facebook page
- ✓ Promote on our social media
- ✓ Edit your details, change image

Normal Price \$25

For 6 months listing Only **\$22**

List my Business

### 1 Year listing

**Full Company listing, including:**

- ✓ Your Business logo
- ✓ Add up to **5 images** for your business
- ✓ **150 characters** short **business description**
- ✓ 400 characters for **full description** of your business service/products
- ✓ Contact information: Address, Contact numbers, Email address
- ✓ Customers can email you direct via the form on the website
- ✓ Business opening hours
- ✓ Location on google map
- ✓ Listed under your chosen business category
- ✓ Business tags
- ✓ Link to your website URL
- ✓ Link to your Facebook page
- ✓ Promote on our social media
- ✓ Edit your details, change image

Normal Price \$60

For 1 year listing Only **\$40**

List my Business

### Lifetime listing

**Full Company listing, including:**

- ✓ Your Business logo
- ✓ Add up to **10 images** for your business
- ✓ **150 characters** short **business description**
- ✓ 400 characters for **full description** of your business service/products
- ✓ Contact information: Address, Contact numbers, Email address
- ✓ Customers can email you direct via the form on the website
- ✓ Business opening hours
- ✓ Location on google map
- ✓ Listed under your chosen business category
- ✓ Business tags
- ✓ Link to your website URL
- ✓ Link to your Facebook page
- ✓ Promote on our social media
- ✓ Edit your details, change image

Normal Price \$350

Lifetime listing Only **\$200**

List my Business

From Local Traders - Business Directory page Click on "Create a listing" and click on the button for a **package** of your choice.

### Business Directory Postcode

You'll find below a list of all types of business, which you can view either alphabetically, or by trade. Simply search your business directory or click on the quick search boxes to get started.

Find listings for <keywords>

FIND LISTINGS

Advanced Search

DIRECTORY

VIEW ALL LISTINGS

CREATE A LISTING

- Alarm Technicians (0)
- Baby Sitters (1)
- Car repair (3)
- Carpenters (0)

- Artex Technician (0)
- Builders (0)
- Car Tune (0)
- Carpet Cleaners (1)



# What's On In

First, you'll need to choose your Category.

Then chose the package price, you would like to use.

## 6 Months listing

Normal Price \$25

For 6 months listing Only **\$22**

## 1 Year listing

Normal Price \$60

For 1 year listing Only **\$40**

## Lifetime listing

Normal Price \$350

Lifetime listing Only **\$200**

### Submit Your Business Listing

#### ▼ CATEGORY & PLAN SELECTION

You need to pick the categories first and then you'll be shown the available fee plans for your listing.

#### Business Category \*

Baby Sitters

Please choose a fee plan for your listing:

**365**  
days

#### 1 Year Listing

- 5 images allowed.

\$ 40.00

**180**  
days

#### 6 Months Listing

- 3 images allowed.

\$ 22.00

**NEVER EXPIRES**

#### Lifetime listing

- 10 images allowed.

\$ 200.00

Fill in your business details in the relevant fields

[Change category/plan](#)

#### ▼ LISTING INFORMATION

**Business Name \***

**Short Business Description \***  
\*Maximum of 150 characters\*

**Long Business Description \***  
\*Maximum of 400 characters\*

**Business Website Address**

URL:  Link Text (optional):

**Business Phone Number**

**Mobile Phone**

**Business Contact Email**

**Business Tags**

\* Make sure to fill in all required fields, marked with \*



# What's On In

You will be asked to create an account with your email address, choose user name and password, so you can have an access to your listing and can change the description, phone number, even replace an image.

The screenshot shows a form with the following sections:

- Location Fields:** County (text input), Country (dropdown menu with "United Kingdom" selected), and Postcode (text input).
- LISTING IMAGES:**
  - Current Images:** A message stating "There are no images currently attached to your listing."
  - Upload Images:** A dashed box containing the text "Drop files here" or "Select images from your hard drive". To the right, specifications are listed: "Image slots available: 1 / 1", "File size: 0 - 10 MB", "Image width: 0px - 500px", and "Image height: 0px - 500px".
- ACCOUNT CREATION:** A section with the instruction "You need to create an account on the site. Please fill out the form below." containing fields for Username, Email, and Password.

At the bottom of the form, there are two buttons: "Clear Form" and "Continue to Payment".

After you have filled in all requested fields, click on the button “Continue to payment”

On the next page you will see your Checkout with the amount you are going to pay, and payment method, you can choose an email address, where to receive your receipt.

The screenshot shows the checkout process with the following elements:

- Search Instructions:** "You'll find below a list of all types of business in Salisbury, which you can view either alphabetically, or by trade. Simply search your business directory or click on the quick search boxes to get started."
- Checkout Summary:**

Item	Amount
Plan "1 Year Listing Fee" (recurring)	\$ 40.00
<b>Total</b>	<b>\$ 40.00</b>
- Select a Payment Method:** A section featuring the PayPal logo and icons for VISA, AMEX, DISCOVER, and MasterCard.
- Personal Info:** A section with the following fields:
  - Email Address \***: "We will send a receipt to this e-mail address." (text input)
  - First Name \***: "Your first name." (text input)
  - Last Name \***: "Your last name." (text input)

A "Pay Now" button is located at the bottom left of the checkout area.



# What's On In

Click on "Pay now" to proceed with payment.

You can pay with PayPal or credit or debit card.

Subscription Details	Terms	First amount
Simon Tubb - Plan "1 Year Listing Fee" (recurring)	<input type="text"/>	<input type="text"/>

Subscribe using a credit or debit card

or

Log in to subscribe

The safer, easier way to pay

Powered by **PayPal**

A week before your subscription is due to expire, you will receive an email - reminder.

If you chose the lifetime payment, your payment will be one off.

After the successful payment, you will be able to see your listing under your chosen category.