

MANAGE YOUR LISTING

Welcome to the Greater Vernon Chamber of Commerce. You are now a member of the largest business database in the North Okanagan. To manage your listing:

1. Go to the Greater Vernon Chamber Of Commerce website www.vernonchamber.ca
 - a. Find the Login tab on the top right hand side, click the tab and select “No login created? Sign up now.”
 - b. Once you have created your user name and password and are logged on you can manage your listing.
2. Here is the link to a short video on how to update your personal information:
<http://www.screencast.com/t/dOTxxuEu6MPL>.
3. Here is the link to a short video on how to update your company information:
<http://www.screencast.com/t/8HHFR9un8>.
4. When editing your listing you will be able to:
 - Update contact information
 - Utilize a 200 character business description
 - Add hours of operation
 - Utilize business categories
 - Use personalized keywords
 - Add driving directions and location
 - Register for events
 - Add events
 - Make payment for membership and event registrations and receive receipts immediately
 - Add or adjust your Logo

With your membership you have access to our Basic website listing. You will be able to make changes as often as you wish. We also offer an Enhanced website listing. Please contact us if you would like more information regarding the Enhanced listing.

If you require any assistance contact: Dan Proulx at membership@vernonchamber.ca