GET FOUND GET CUSTOMERS · PRINTABLE CHECKLIST

Your 7-day get-found plan

Seven ticks. Then tea. Everything in the book, one small job a day. Tick loud.

- [ ] **Day 1.** Google your business name. Write your correct name, address, hours and number on one notebook page.
- [ ] **Day 2.** Start your Google Business Profile at business.google.com/add. Start the verification.
- [ ] **Day 3.** Add photos, hours and your products or services to your profile.
- [ ] **Day 4.** Set up WhatsApp Business: profile, greeting and away messages.
- [ ] **Day 5.** Add your catalogue, one quick reply and your labels.
- [ ] **Day 6.** Create your Facebook Page and add the WhatsApp button.
- [ ] **Day 7.** Send your SBD listing message, and ask two happy customers for a review.

THEN: TEN MINUTES A WEEK

One new photo. One post. Answer every new review. Check your hours before holidays. Ten minutes, with your tea, and the phone keeps finding you customers while you work.