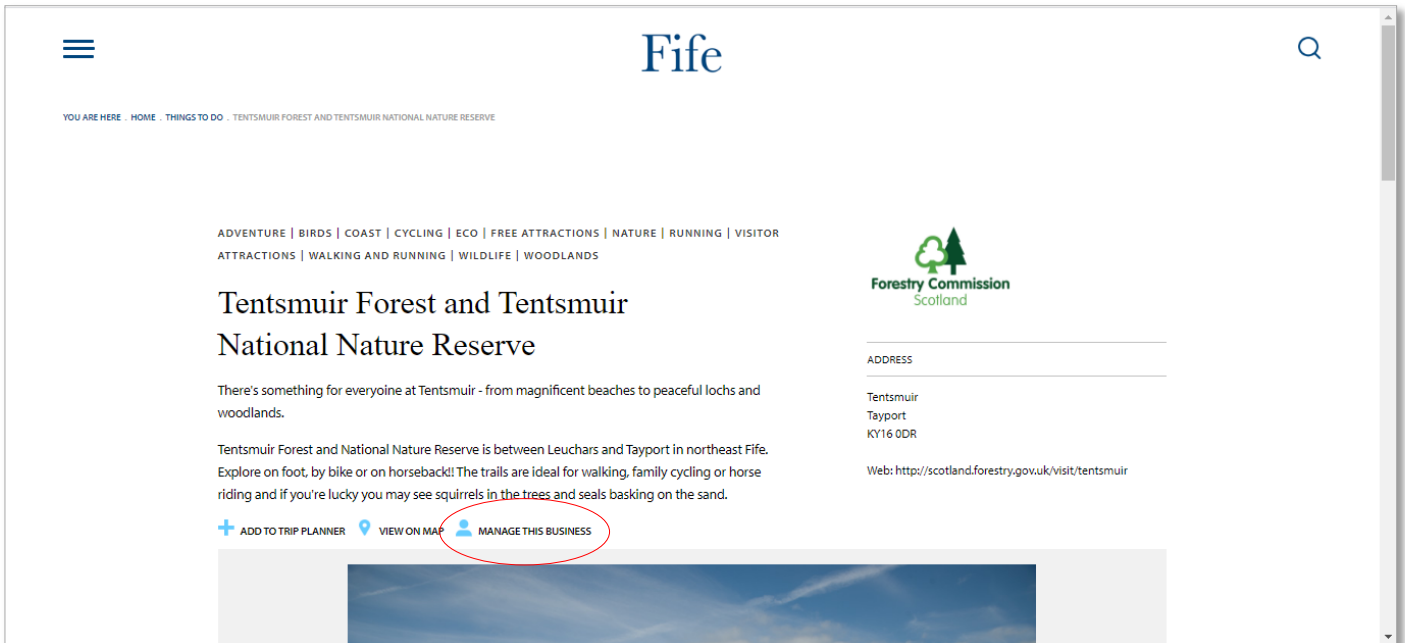


A quick guide to updating your business listing on www.welcometofife.com

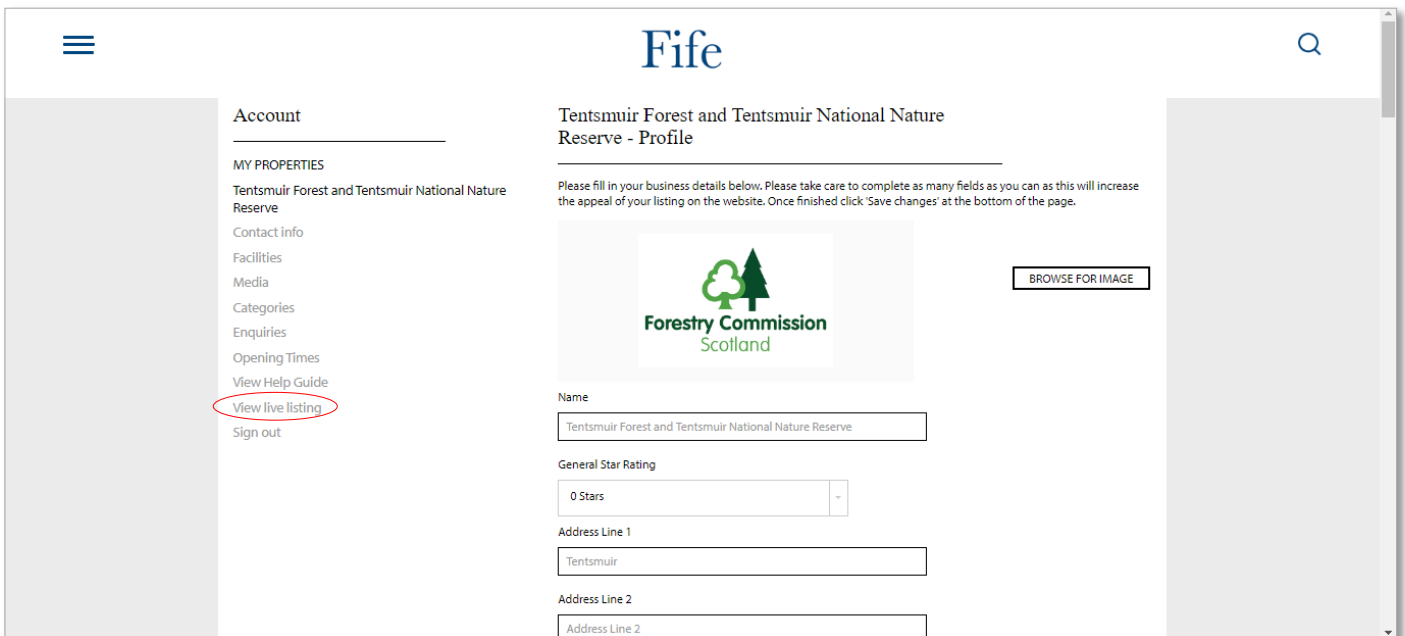
First find your business - the quickest way is using the search facility.

When you find the page click on 'manage this business' and log in with your username and password.

If you can't remember your log in details or they don't work email us at promoting.fife@fife.gov.uk or fill in the online enquiry form



You will reach this screen



Fill in or amend your information as required in section, using the links on the left to navigate to each section.

You can click on 'view live listing' to see how your page looks (this will open in a new window).

If you are updating an accommodation business there is link to help guide which will give you further information on certain sections.