Business Directory
Instructions for Adding a Business Listing

1. Click on “Add You Business”

2. Fill in your business information in the form fields provided.
3. Make sure that you fill in all the fields that are marked as “required”

4. You can add your business logo by uploading an image (please keep the image file size as small as possible)

5. Choose the business categories that best represent your business listing by selecting the appropriate checkboxes (only select a maximum of 3 categories)

6. If you need a Business Category added to the directory that better represents your business please contact the Economic Development Coordinator or the Website Committee – we are happy to expand our directory to meet your needs
7. Choose your account display settings – you are able to pick and choose what information you will have displayed on the website

8. Click the “I’m not a robot” checkbox, then click the Submit Application” button

9. Your business listing will be reviewed by the Town’s Communications and Economic Development Coordinator before being added to the website

10. If you have issues adding your business to the directory, contact the Economic Development Coordinator or the Website Committee.
Business Directory
Instructions for Modifying a Business Listing

1. You must add your business listing to the directory before you can set up a login

2. Click on “Login”

3. Enter your email address, click on the “I’m not a robot” box, then click “Retrieve Password”
4. You will receive an email from the website committee with a link you need to click on to set up your password (Click on the “Password Reset Link” provided)

Your password has been reset.

Click on the "Password Reset Link" below to reset your password. You will be asked to enter a new password, please store it in a secure location for future reference.

Password Reset Link

5. When you click on the link you will be directed to a webpage where you can set up your password (enter a password, verify it and click “Change Password”)

Please fill in the form below to change your password.

New Password:

Verify New Password:

Change Password

6. You will be directed to the login screen where you enter your email and password and modify your business listing

7. If you have issues modifying your business listing, contact the Economic Development Coordinator or the Website Committee.