



DPM Business Information Check List

ACCOUNT INFO

Location Name*

(This is the business name that will be published)

Account ID

Address Line 1*

Address Line 2

Postcode*

City*

Country

CONTACT INFORMATION

Salutation

First Name

Last Name

Phone Number

Email

LOCATION INFORMATION

Country*

Location ID

Location Name*

(This is the business name that will be published)

Address Line 1*

Address Line 2

Postcode*

City*

Business Categories*

Phone Number*

Mobile Phone

Fax Number

Website

Email

(Customer facing email such as sales@, info@, hello@, etc.)

Opening Hours

Opening Hour
Notes

Keywords

(Choose up to 10
keywords which are
relevant to your business,
stating with the most
important ones first.
These maybe products,
brands or services)

Short Description

(Entrez une brève description de max 200 caractères de l'emplacement ou de l'entreprise. La description pourrait être sur l'histoire, l'unicité et les produits et services, afin que les clients puissent vous connaître mieux. Ne pas entrer d'informations de contact dans ce champ)

Long Description

Logo

(jpeg or png. Max 5mb)
Squared Logo (jpeg
or png. Max 5mb,
Mandatory picture ration
1:1)

Photos

(Please mark 1 photo
as the main picture.
Formats: jpeg, png. File
size: minimum 480 x 480
Pixels and maximum 5
MB.)
Landscape Photo
(Formats: jpeg, png.
File size: minimum 480
pixels high. Proportion:
16:9)

Video URL

(YouTube or Vimeo)

Video Description

Social Media Account Links

Payment Options

(Cash, Visa, MasterCard, Amex, etc)

Brands

Languages

(Usually English)

Services

(List Services Offered)

Other Notes