

VISITOR GUIDE LISTING VERIFICATION

DEADLINE: Wednesday, October 7, 2020

Production is underway for the 2021 Official Guide to Anchorage which means it's time to update your listing information. Please review and approve your listing information to print in the guide by October 7, 2020 via the online Member Account Center.

1. LOG IN:

<https://www.anchorage.net/members/extranet/>

2. UPDATE AND APPROVE YOUR LISTINGS:

Click on "Collateral" in the left hand navigation

Click on "Listings"

Click on the pencil icon on your Visitors Guide 50 or 200 Character listing

After reviewing and editing, if needed, **toggle to YES** at 2021 Visitor Guide Listing Approved. If you did not edit anything you still need to toggle to YES to approve as-is; then **SAVE (top left)**.

You will also need to confirm any **extra listings**. If you currently have additional listings they will be listed (Collateral; Listings). These listings will have a "Listing Rank" of Visitors Guide Extra Listing. Please verify each to run again in 2021. Click the edit button to review/approve each extra listing.

3. PAY INVOICES:

Members with listings, text, or an in the 2020 guide are eligible for the same benefits in the new 2021 Visitor Guide - free of charge.

Click on "Profile" in the left hand navigation

Click on "Invoices"

Have a question or need assistance in the Member Account Center? Click on "Click Here for Help" in the left hand navigation or call your member representative.