

HOW TO UPDATE YOUR FREE WEBSITE LISTING

on VisitLakeNorman.org

01



Scan the code above with your Camera App OR go to this link:

LAKENORMAN.EXTRANET.SIMPLEVIEWCRM.COM

Log in with your email address & temporary password (*provided by VLN*)

(You will be able to create a new password after signing in)

02



Update key business info:
phone number, address, website,
social media handles, etc.

- Click on the “PROFILE” tab on the left
- Select “Accounts”
- At the bottom, click on your business name
- Click “EDIT”
- Update information as needed
- Click “SAVE”

03



Update your business features:
curbside pick up available,
patio dining, etc.

- Click on the “PROFILE” tab
- Select “Accounts”
- At the bottom, click on your business name
- Under “Related Details,” click on “Manage Amenities”
- Check all the features that your business offers
- Click “SAVE”



Help us provide the most updated information about your business for visitors and locals. VLN created a secure platform (P.O.R.T.) where you can update your business information, engage with other restauranteurs, ask questions, post promotions/upcoming events and more. *(P.O.R.T. is free and you will never be asked for any form of payment.)*