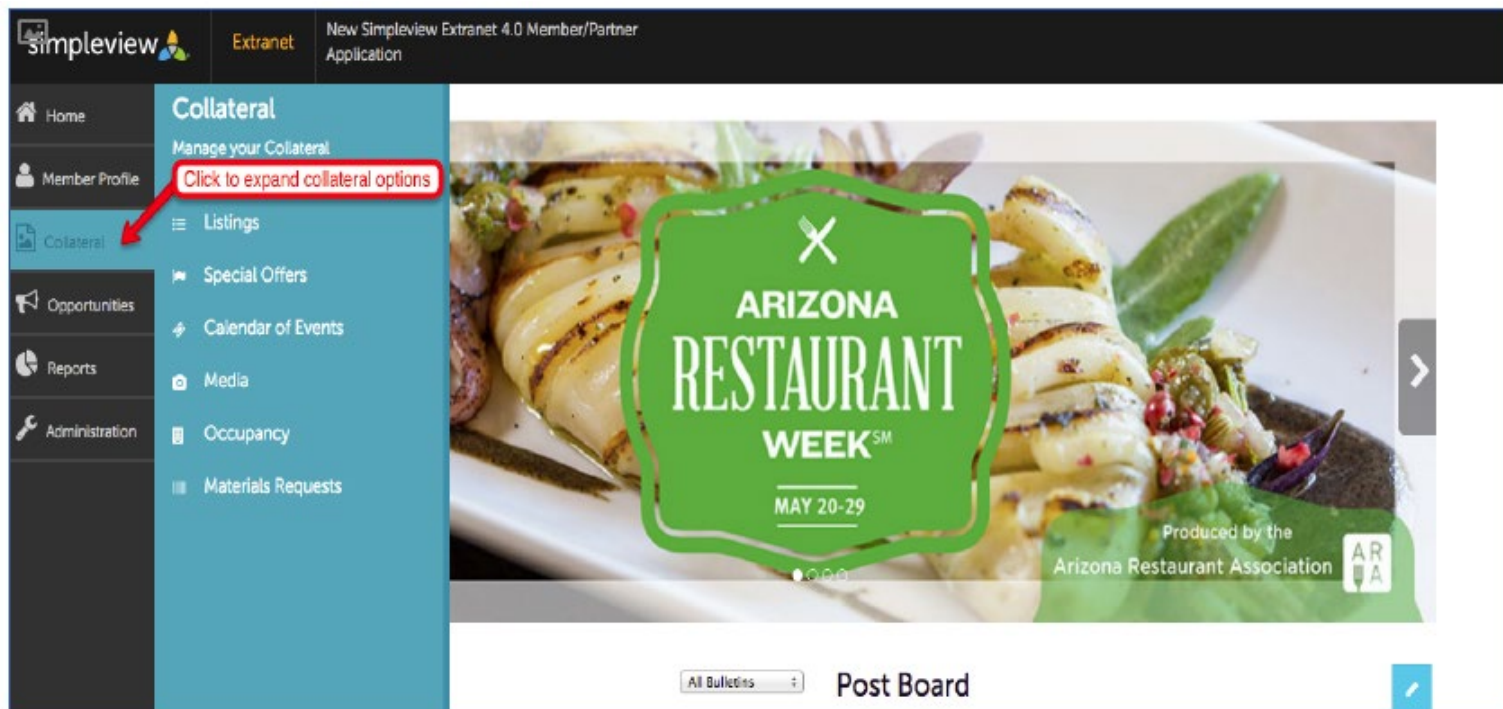


## How to Update Listings

- After you log in to Seattle Southside's Extranet, click on 'Collateral' and then 'Listings' or click on this direct link: <https://seattlesouthside.extranet.simpleviewcrm.com/listings>



- Depending on your type of business, you may have multiple listing types, including:
  - Website Listing (with a category appropriate to your business):** This listing should address a more general audience of leisure travelers. Please be sure to add media to this listing (see instructions on adding media to SeattleSouthside.com). **2000 maximum characters allowed.**
  - Website Listing (Meeting & Event Facilities):** This listing's audience is meeting planners and group leaders and should reference the facility space you offer for meetings and events. Please be sure to add media to this listing (see instructions on adding media to SeattleSouthside.com). **2000 maximum characters allowed.**
  - Dining Guide Listing:** This listing is for your restaurant. **250 maximum characters allowed.**
  - Travel Planner Listing:** This listing should address to a more general audience of leisure travelers. **500 maximum characters allowed.**

- Click on the eye to view your current listing.
- Click on the pencil to edit your listing.

Seattle Southside Regional Tourism Authority Extranet

## Listings

Filters (0) [Manage Filters](#)

You have not added any filters. You can click the manage filters link in the top right corner or click the icon from the grid to add filters from the available list and set a default value to use in the future.

[ADD LISTING](#) Page 1 of 1 [Go to Page: 1](#)

Actions	Company	Listing Type	Category	SubCategory	Listing ID
	Seattle Southside RTA Visitor Center: Seatac	Website	Travel Services	Visitor Center	779
	Seattle Southside RTA Visitor Center: Westfield	Website	Travel Services	Visitor Center	780

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\*\*\*DON'T FORGET TO

