Facebook

Step 1: Create Business Manager Account

Step 2: Add People

Step 3: Share Business ID with Zoo Corporate

Step 4: Create Ad Account (optional)

Facebook

IMPORTANT: To gain access to your Facebook Page, you will need a **Business Manager Account**
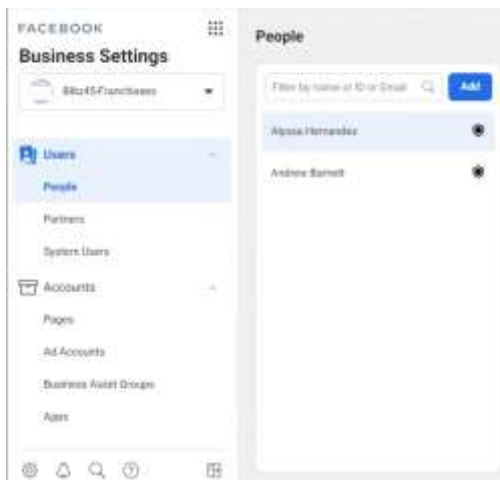
Step 1: Create Business Manager Account

- Go to business.facebook.com
- Click the blue **Create Account** button
- Enter a name for your business.
    - Please use Naming Convention "Blitz45 Fitness City-State (Abbreviation)"
    - Example: **The Zoo Health Club – Alpharetta, GA**
- Move through the rest of the onboarding flow by entering the rest of the required fields.

Step 2: Add People

Skip this step If you are not granting Facebook Page access to anyone other than yourself.

- In the Left-hand menu, Under **Users**, Select **People**
- Click the Blue "Add" button

- In the popup window, enter the person's **business email** *(does not need to be a personal or Facebook login email)*
- Select **Admin** Access & Create
- The user will be able to access the business manager account once they click the invitation link that is sent to their email and login to their personal Facebook account.
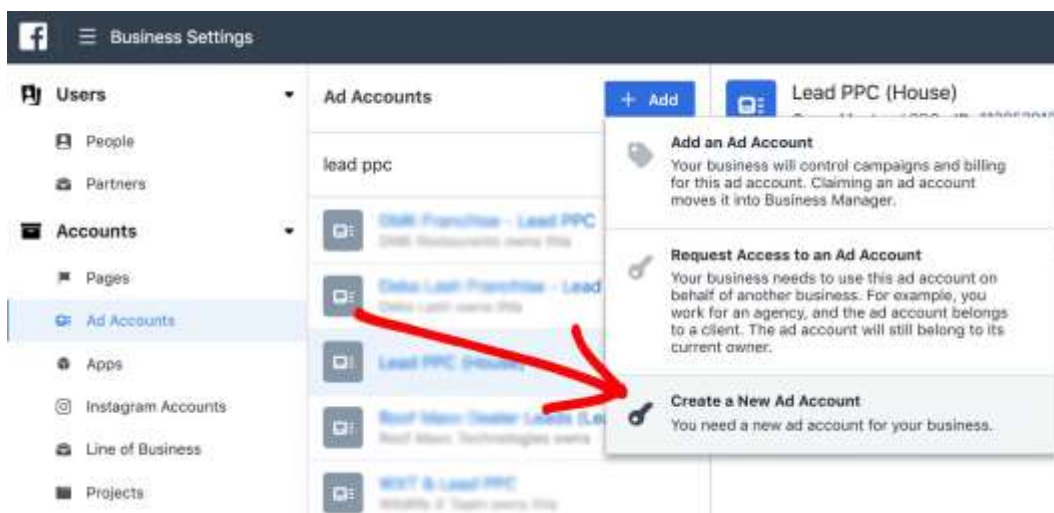
Step 3: Share Business ID   with Blitz

- In the Left-hand menu, toward the bottom, Select **Business Info**
- Copy the 15-digit Business ID at the top of the page.
- Email the ID to Alyssa@zoogym.com
- Once we share your page with you it will automatically appear in your business manager account: https://business.facebook.com/settings/pages/

Step 4: Create Ad Account (optional)

*Important: Do not create an Ad account until you are ready to advertise. Ad Accounts with no activity are auto shut down within 60 days.

- Go to Business Settings
- Select your Business Manager account
- Go to **Ad Accounts** (In Left-hand menu)
- Click blue **+ Add** button.
- Please name the Ad Account with your business name so that it is easily identifiable.
- For Advertising on behalf of, Select your business manager.
- Add payment method.
- Click **Next** button
- Choose: **Create a new ad account**.

Create New Ad Account ✕

Ad account name: Your Business Name

Advertising on behalf of: Lead PPC ▾

Time zone: (GMT-07:00) America/Denver ▾

Currency: USD — US Dollars ▾

Payment method: Add payment method later ▾

Cancel   **Create Ad Account**

By creating an ad account, you agree, on behalf of Lead PPC as its authorized representative to Facebook's Terms including the payment terms for the selected payment method.

- Select Ad account will be used to **My business.**
- Click **Create** button

Who Will This Ad Account Be Used For ✕

Correctly selecting this is important - It will ensure the other business' name is displayed across Facebook when you create an ad on their behalf, including in the Why Am I Seeing This ad dialog. You may also gain access to the other business' Audience Manager features including their Custom Audience sizes and the audience overlap tool. Learn More

This ad account will be used for

◉ My business (Lead PPC)

◯ Another business or client

Back   Create