

GIVE TAG ACCESS TO YOUR GOOGLE ACCOUNTS.

This takes about five minutes per account, and you never share a password. If you get stuck at any step, book 15 minutes with us and we will do it together on a screen share.

WHAT YOU'LL NEED FROM US

Our Google account email: admin@tenantacquisitiongroup.com. That one email is what you add everywhere below.

A · GOOGLE BUSINESS PROFILE.

Sign in with the Google account that owns your Business Profile, then:

- 1 Search your business name on Google (Search or Maps) while signed in, or go to **business.google.com**.
- 2 Click the three-dot **More** menu, then **Business Profile settings**.
- 3 Click **People and access**, then **Add**.
- 4 Enter our email and choose **Manager** under Access.
- 5 Click **Invite**. Done: Manager is all we need.

If it looks different: there is no separate Google Business dashboard anymore; profiles are managed right inside Search and Maps, so ignore older tutorials showing a "Google My Business" site. Also, Google limits what brand-new managers can do for the first 7 days; that is normal and does not slow our work.

Watch it instead: "2025 Guide: How to Add a Manager or Owner to Google Business Profile" · Tricia Belmonte (Marketing Pro)

<https://www.youtube.com/watch?v=vlwDSdFTvml>

"2024 - How to Add a Manager or a User to Google Business Profile (Google Business Listing)" · Blue Crocus Solutions - Lewis Vandervalk

<https://www.youtube.com/watch?v=r0UaIKPDBPU>

Official help: support.google.com/business/answer/3403100

B · GOOGLE ANALYTICS (GA4).

Only if you already have Analytics; if not, skip this, we build it for you. You need Administrator access on the property.

- 1 Go to **analytics.google.com** and click **Admin** (the gear, bottom left).
- 2 Under Property, click **Property access management**.
- 3 Click the **+** button (top right), then **Add users**.
- 4 Enter our email, leave "Notify new users by email" checked, and choose the **Editor** role. (Viewer is not enough for us to do setup work.)
- 5 Click **Add**.

Watch it instead: "How to Add Users in GA4 in 30 Seconds - Google Analytics Tutorial" · streamcreative
<https://www.youtube.com/watch?v=RHJsflGg6zU>

"How To Grant Access To Your Ga4 Account [2026 Guide]" · Tutorials With Noel
<https://www.youtube.com/watch?v=iw7RlItFNwE>

C · GOOGLE ADS.

The easy route: just send us your Customer ID and approve our request.

- 1 Sign in at **ads.google.com** and find your **10-digit Customer ID** at the top right (it looks like 123-456-7890). Email it to us.
- 2 We send a link request from our agency manager account.
- 3 In your account, go to **Admin**, then **Access and security**, open the **Managers** tab, find our request, and click **Accept**.

Alternative: invite us directly instead: Admin → Access and security → **+** → enter our email → access level **Standard** → Send invitation.

If it looks different: "Access and security" moved under the new **Admin** menu in Google's 2024 redesign; older videos say "Tools & Settings," same screen, new home. Your Customer ID is not your email address; it is the 10-digit number. Link requests expire after about 30 days, so accept ours the same week.

Watch it instead: "How to Grant Access to Google Ads (Step-by-Step Guide for 2025)" · Jamie Stenton - Digital Marketing Expert
<https://www.youtube.com/watch?v=lgydOW571B4>

Official help: support.google.com/analytics/answer/9305788 (Analytics) · support.google.com/google-ads/answer/6372672 (Ads invites) · support.google.com/google-ads/answer/7459601 (manager linking)