

## Aerial Services Directory – Professional ‘Paid’ Registration Instructions

Thank you for choosing the Professional membership plan.

### PROFESSIONAL ‘Paid’ membership – Registration Instructions

The ‘**Contact Name**’ which is the name you want displayed for others to see on the map and from the search tool.

Enter a Contact Name and fill in every other box.

Your ‘**Profile Picture**’ must a jpg, but can be a company logo and does not need to be a picture of the registrant. Some companies have made it their store–front sign, UAV photo, etc.

Once all blocks are filled in, click the ‘**REGISTER**’ button. If you see the no symbol, this means something is wrong on the form, so please double check all box inputs.

After clicking ‘**Register**’ you should have been forwarded to a PayPal payment window with the figure of \$24.95 already inserted in the ‘amount’ window. Please pay that amount! If you don’t have a PayPal account click,

**Pay with an online bank account, debit or credit card, or PayPal Credit (Optional) Join PayPal for faster future checkout**

After completing the payment process, unfortunately right now you WILL NOT receive any type of direction of what to next.

**Next**, login to your email account and look for the email from Aerial Services Directory. Open the email and click the long link provided or copy/paste it into your address bar and hit enter. The link should start with <http://www.aerialservicesdirectory.com/index>

Right after you submit the link, you should be directed straight to a ‘Registration’ screen with a login area provided for your convenience.

Enter your email and password you provided us for this site. Then click ‘Login’

Once logged in, you should see a page of information titled ‘**My Profile**’ along with your ‘**Profile Photo**’ on the left. Please review this information

If you need to edit any of the information, click ‘**To Edit Profile**’ and edit what is needed.

Then click ‘Submit’ and you will be taken back to your ‘**My Profile**’ page.

### IMPORTANT

In order to be found on the map and located from our search tool, you MUST enter some services offered. On the left side, under ‘**Quick Links**’ please click ‘**Edit services and photos**’

Look for the block which reads ‘**Nothing Selected**’ and click the up arrow.

Now scroll up and down to review all the service categories we have listed and click (10) ten services you want displayed in your information block on the map.

This is the place to upload,

6 photos

2 videos

Description – A complete description of what you or your company offers. At this time, we have no restrictions on description length regarding characters or words counts. So go for it and tell everybody what you are about!

Next, click ‘**Submit**’

After clicking ‘**Submit**’, you should now see a page of ‘My Offers’ and the information you just inputted.

**IMPORTANT**– You should see on your screen to the right, under ‘**Status**’ the word ‘**Pending**’. We do NOT allow automatic approvals because some people are sick in the head and like to enter curse words, porn videos, etc. as a joke. We will review your registration and if everything looks good to us, will activate it and publish it.

**(This process could take up to 24–hours)**