

Quick Reference Guide

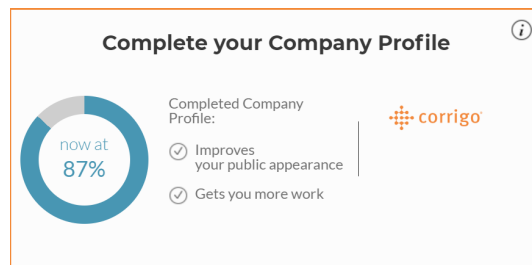
CorrigoPro: Adding COVID-19 Cleaning Service to Company Profile

The purpose of this document is to guide CorrigoPro customers on how to add a COVID-19 Cleaning and Disinfectant Service to their profile.

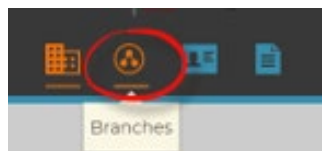
Please note that you must agree to the CDC’s Environmental Cleaning and Disinfection Recommendations before saving. You should also verify your selected SmartZones to make certain your company will display in Requester/Customer Searches.

- **Update Profile**

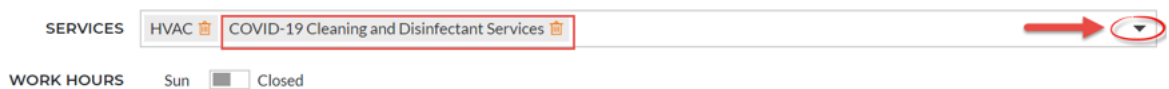
- After Logging into your CorrigoPro Desktop, click on your **Company Profile Tile**.



- From this page click on **Branches** button.



- Scroll Down to **Services** and Select “COVID-19 Cleaning and Disinfectant Services.”



- Confirm all SmartZones where you conduct business are configured to make sure your company shows up in searches everywhere you service. Then click **SAVE**.



- You will then be asked to confirm that you have reviewed the CDC's Environmental Cleaning and Disinfection Recommendations and that you will provide service consistent with their recommendations.
- Then click **SAVE**.

