Scheduled updates

We try to update My Business outside of standard business hours. Some account management processes might not be available between 12 AM - 6 AM ET on the following dates:

- March 19, 2019
- April 23, 2019

Dates are tentative and may change. Sign into My Business and check the Notifications section on the right side of the home page for the latest information.

Note: Verizon will never call you or send emails requesting your username and password for access to My Business. Please do not share this information.

Accessories updates

- Choose from a variety of convenient accessory bundles
- You can now use a Purchase Order (PO) to buy accessories

Here’s how to order accessories in My Business:

1. Sign in to My Business
2. At the top of the page, click Manage Account, then in the “Orders” column, click Create Order.
3. In “Lines & Services” section of the page, click Purchase Accessories

Order accessories in My Business

My Verizon Business app updates

You can now change your password in the app in just a few quick steps.

Change your password

1. Sign in to My Verizon for Business app
2. Tap Settings
3. Tap Reset Sign in Information
4. Tap Change Password
   a. You may need to verify a One-Time Passcode
5. Enter your current password, then create and confirm your new password
6. Tap Update

App password guidelines

- Passwords must be 8-20 characters long
- Passwords must contain at least one uppercase letter, one lowercase letter and one number
- Stronger passwords contain special characters such as ! @ # $ % & ( ) _ + = ? { } [ ] -, but can’t contain < > or “ . ”
- Can’t contain spaces
- Can’t match your user ID
Manage multiple profiles in the app

If you have 2 or more profiles under the same contract ID, you can now manage those profiles in the app.

A single point of contact with administrator access on all profiles and accounts will still manage these profiles.

Contact your Verizon representative for more details if you need to create and/or manage multiple profiles.

1. Sign in to the My Verizon for Business app
2. Tap the 3-line navigation menu icon in the upper left of your screen
3. Tap the down arrow to see all of your available profiles
4. Tap a profile/Company ID to view the accounts on that profile

Use the same process to switch between profiles on the app

Yahoo Small Business in My Business

You can now purchase and manage their Yahoo Small business Local subscription through My Business.

What’s Yahoo Local?

- An all-in-one platform that helps you manage business listings across a network of 60+ directories including digital maps, apps, social networks, GPS systems, and search engines.

- These networks let business owners manage public information and facts about their business. Local puts you in control of how your business listings appear when potential customers search for businesses like yours online.

Manage specific product functions and get more information at Yahoo Small Business.

To order or manage Yahoo Small Business:

1. Sign in to My Business
2. At the top of the page, click Manage Account
3. In the “Service” column, click Manage Software
   a. To order Yahoo Small Business, click Order New Software
   b. To manage your Yahoo Small Business account, click the + next to “Yahoo” in the “Current Subscriptions” tab