Directory Onboarding

-Venue

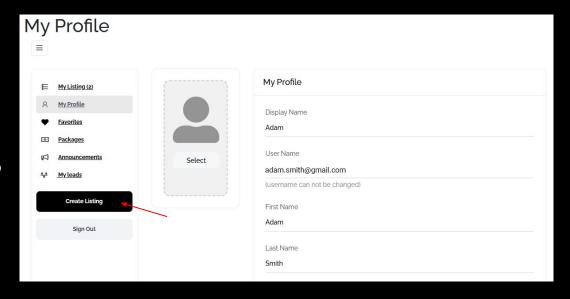


VEDDED WONDERLAND



Create a New Vendor or Venue Listing

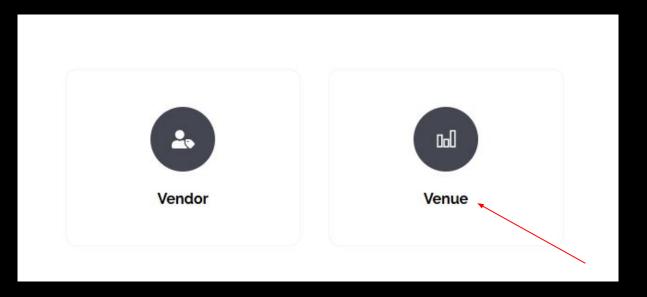
→ Navigate to the navbar and select 'My Profile'. Then, click on 'Create Listing' to begin adding a new vendor or venue entry.



Note: The My Profile section is for internal use only. Any information you enter here is private and will not be visible to the public

Select Listing Type

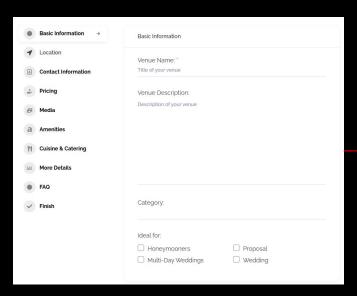
→ Choose Venue listing to proceed to the next step.

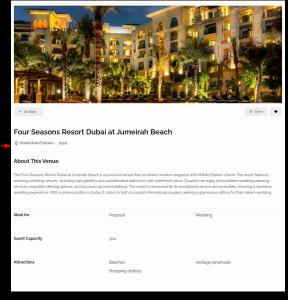


Basic Information

Provide basic informations of your venue:

- → Name of your venue
- → Add description of your venue (minimum 500 chars)
- → Category
- → Venue is ideal for

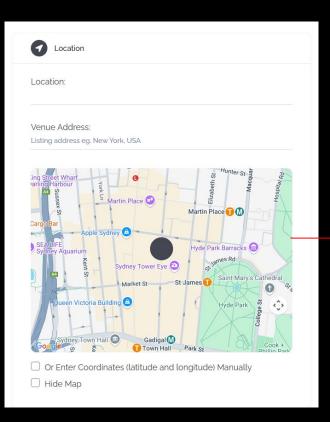




Location

Add venue location details:

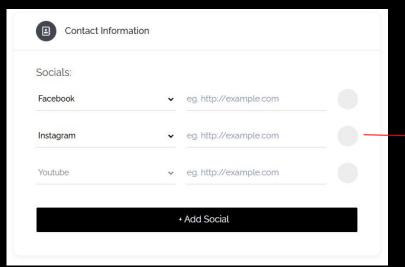
- → Location
- → Venue address
- → Location pin on map

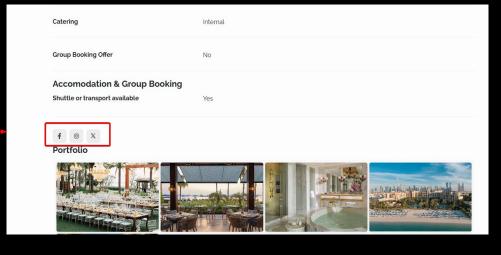




Social Media

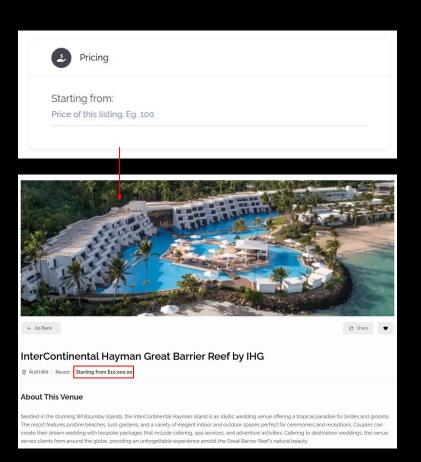
Include your business social media profiles (e.g., Instagram, Facebook, Youtube, etc) to boost visibility and help potential clients connect with your brand.





Pricing

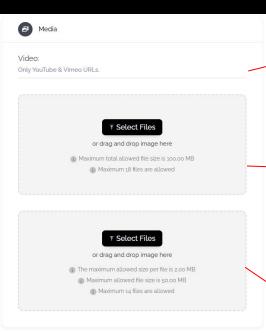
Enter the starting price for your venue to give clients a clear idea of your pricing and help manage expectations from the outset.

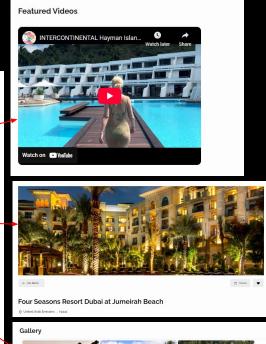


Media

Enhance your listing by adding the following:

- → Video Link: Include a YouTube or Vimeo link to a venue walkthrough or promotional video.
- → Slider Images: Upload a high-quality cover image to represent your venue on the platform. Image dimensions should be: 1024×341px
- → Gallery Images: Add multiple photos showcasing different areas, features, and styles of your venue to give clients a complete visual experience. Image dimensions should be: 1000×600 px





^{*}Minimum of 6-10 high-resolution, professional images.

^{*}Image mix includes venue setup, real weddings, detail shots, and exterior.

^{*}At least 1 video is uploaded or embedded (if available)

^{*}Images align with Wedded Wonderland's editorial and luxury tone.

Amenities, Cuisine & Catering

Choose all the amenities your venue offers and specify the available cuisine and catering options to help clients understand what's included and available.

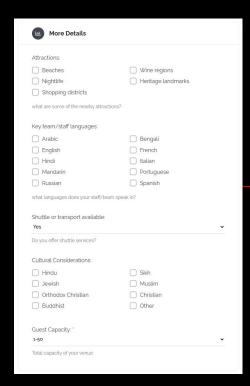
Amenities:	
Private Beach Access	☐ Parking / valet
Pools	☐ Spa and Wellness
Pet-friendly	Dining
☐ Wi-Fi	☐ Chauffeur Service
Y1 Cuisine & Catering	
	☐ Pan-Asian
Available Cuisine:	Pan-Asian Kosher
Available Cuisine:	
Available Cuisine: International Halal	

Amenities & available services		
Amenities	Pools	Spa and Wellness
	Dining	Wi-Fi
Available Cuisine	Pan-Asian	
Catering	Internal	

More Details

Include additional information:

- → Venue attractions
- → Staff languages
- → Shuttle or transport availability
- → Cultural considerations
- → Guest capacity

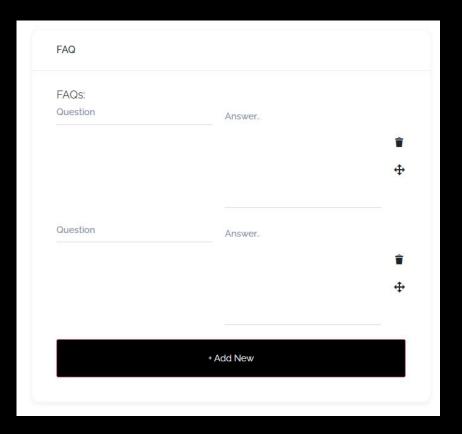


Ideal for	Proposal	Multi-Day Weddings
	Wedding	
Guest Capacity	1-50	
Attractions	Beaches	Heritage landmarks
	5.00	
Languages Spoken	English	

FAQs

Add frequently asked questions and responses to these questions or address common visitor concerns.

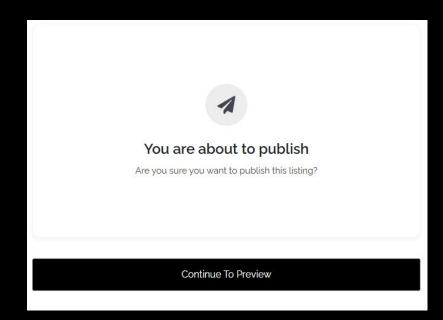
Providing this information upfront builds trust and reduces back-and-forth with potential clients.



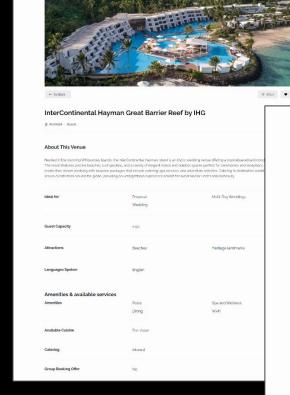
Finish

Click 'Continue to Preview' to review how your venue listing will appear to potential clients.

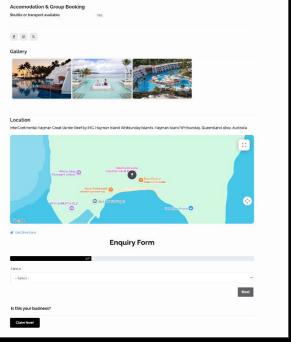
Make sure all details are accurate and visually appealing before publishing.



Listing Preview



Home / Venue /InterConfinental Hayman Great Barrier Reef by IHG



All Listing

Go to 'My Profile' to view all your listings.

If you didn't complete your submission, don't worry — it's automatically saved as a draft tab, and you can return to finish it anytime.

