

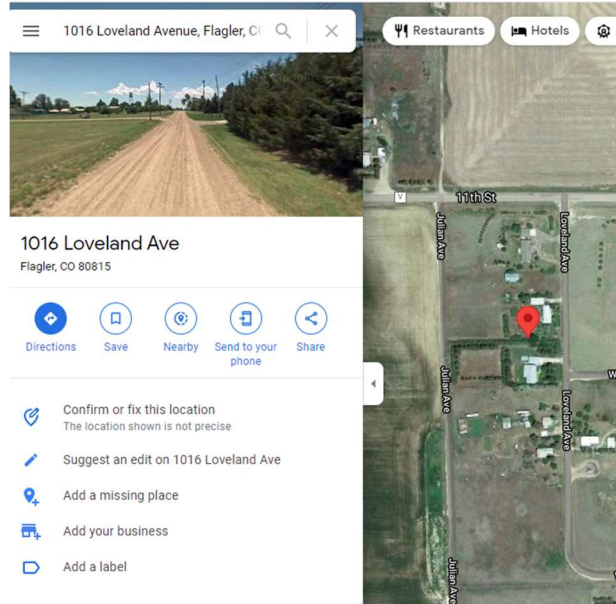
## Two Ways to Update Addresses on Google

### 1. Updating 1 address location

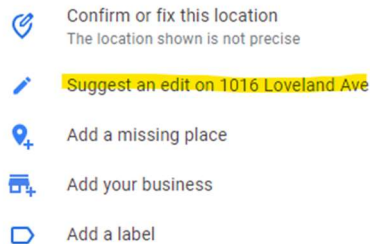
- a. Go to Google Maps

(<https://www.google.com/maps/@44.97408,-123.0307328,13z?hl=en>)

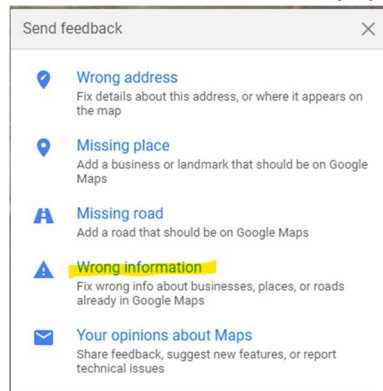
and type in address that is currently incorrect:



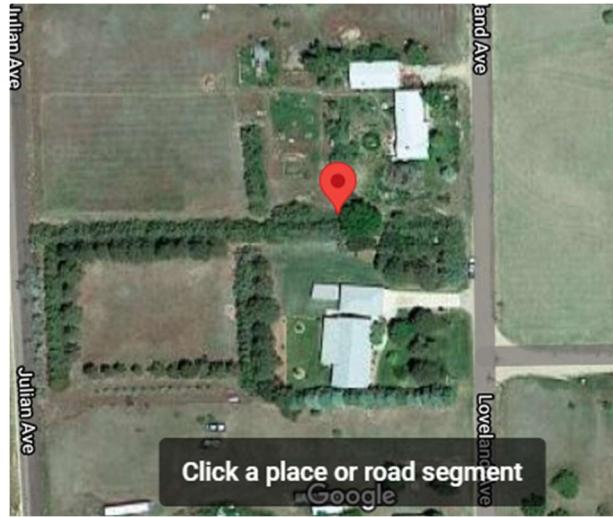
- b. Click “Suggest and edit on...”:



- c. A “Send feedback” box will pop up, choose “Wrong information”:



- d. Click on the map pinpoint for the address you are trying to fix:



- e. A “Fix an address” box will pop up and you can change any information for the location:

Fix an address ×

Please confirm the address details. Edits may take several days to be approved.

United States

Street address  
1016 Loveland Avenue

Street address line 2

City  
Flagler

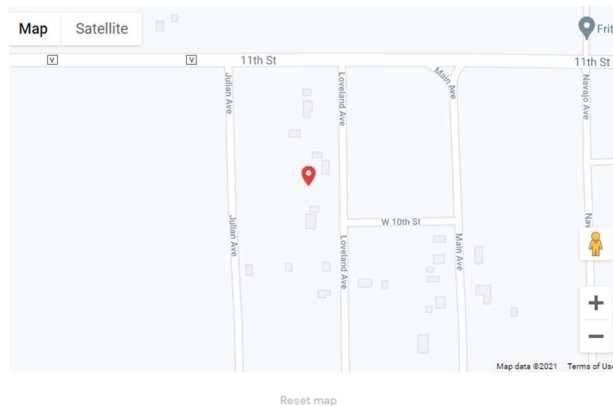
Colorado ZIP code  
80815

©2021 Google Map data ©2021

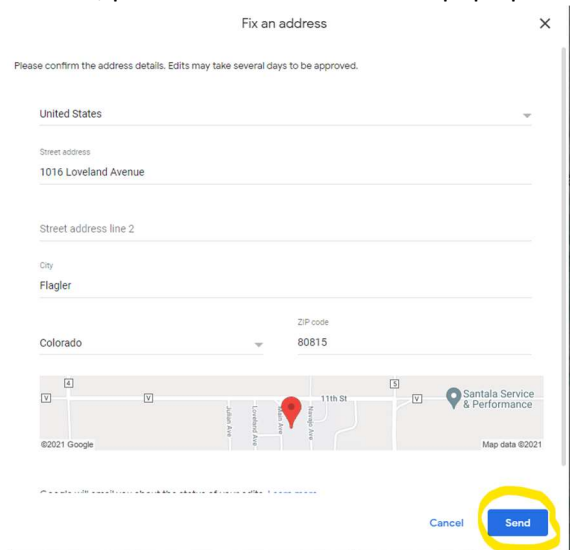
[Create a new location](#)

Cancel Send

- f. If you need to change the pinpoint for the address, click on the map, it will expand to a “Location” box. Click and drag map to re-assign the address pinpoint and click “Done”:



- g. This will bring you back to the “Fix an address” box. Once you change any other details needed, press “Send” and a box will pop up thanking you for your submission:



Fix an address

Please confirm the address details. Edits may take several days to be approved.

United States

Street address  
1016 Loveland Avenue

Street address line 2

City  
Flagler

Colorado ZIP code  
80815

Map data ©2021 Google

Cancel Send

- h. Google will reply via email when your change has been implemented. Google does not always approve updates. If they do not approve update, feel free to reach out to TTR and CDOR and we will create an address override in the SUTS system.

## 2. Updating multiple addresses

- Create a login for Geo Data Upload – see link here:  
<https://partnerdash.google.com/apps/basemap/start/>
- Create a file in format Google requests. Please note – file formats must be **Shapefiles, Comma Separated Value or Keyhole Markup Language**. Here is the link of requirements: <https://support.google.com/mapcontentpartners/answer/144284>
- Sign into Geo Data Upload and press Upload files button to upload file you created
- Click Submit
- Once you submit you will get status updates from Google:
  - New:** We got your submission.
  - Under review:** We started the process of your submission.
  - In use:** We processed your submission and applied changes on our maps.
  - Parked:** We can't process your submission right now.
  - Not used:** We can't use your data. This could be due to a few factors, like format or feature type.