

Put up a closure banner

Put a closure message at the top of your site, with wording that works and a fast way to ask us to do it.

When you close for a storm, a repair, a family matter or anything unplanned, a banner at the top of your site tells customers before they make the trip. This is the fastest way to do it.

What a good banner says

Three things, in plain words: that you're closed, since when and until when (or "until further notice"), and how to reach you.

We are closed until further notice because of the storm. We will post our reopening date here. You can reach us at [your email or phone].

Closed today, Tuesday, for a plumbing repair. We reopen Wednesday at 8 am. Sorry for the trouble.

Keep it to one or two sentences. Say only what you know. If you don't know when you'll reopen, say so.

If you want to do it yourself

1. Log in to your site editor.
2. Open your homepage and look for the banner or announcement bar at the top. If your site has one, it may be switched off. Switch it on.
3. Type your message, then check it in the phone preview.
4. Publish. If you don't see a **Publish** button, tell us and we'll publish it for you.
5. When you reopen, switch the banner off or delete the text, and publish again.

Your Google profile

The site banner doesn't change your Google profile. You do that yourself. For a closure of up to 6 days in a row, add special hours. For 7 days or more, or when you don't know how long it will last, Google has a **Temporarily closed** setting. Both are under **Edit profile**, and your screen's wording may differ a little.

Before storm season

If you give us a standing message ahead of time, we can have it ready. See [Get ready for hurricane season](#).

Need a hand?

Email hello@zossoz.com with the words and dates you want, and write "Urgent" in the subject. We'll put the banner up as quickly as we can and write back when it's live. We only post closure messages that come from you.

We'll never turn away an urgent closure notice because your changes for the month are used up.

Related guides: [Add holiday hours](#) · [Get ready for hurricane season](#) · [Update your hours](#) · [Holiday and season calendar](#)

More guides: [the Zossoz Help Center](#) · [Questions? Email \[hello@zossoz.com\]\(mailto:hello@zossoz.com\)](#)