

## TOUR GUIDES/DIRECTORS as INDEPENDENT CONTRACTORS

RMGA Program, January 14, 2019

- 6:30 Welcome & Introductions  
Need for this discussion & presentation
- 6:30 Independent Contractor (IC) Status Defined  
<https://www.acf.hhs.gov/css/resource/the-difference-between-an-independent-contractor-and-an-employee>  
<https://www.irs.gov/newsroom/understanding-employee-vs-contractor-designation>  
<https://www.pinnacol.com/knowledge-center/employee-or-independent-contractor>
- 6:45 Income Tax Responsibilities & Record-keeping  
<https://www.irs.gov/faqs/interest-dividends-other-types-of-income/1099-misc-independent-contractors-and-self-employed/1099-misc-independent-contractors-and-self-employed-3>
- 7:00 Insurance for IC tour guide; for IC tour director  
Need for insurance as an Independent Contractor  
<https://www.insureon.com/products/general-liability-insurance/contractor-insurance-needs>  
  
Review of the NFTGA insurance benefits (what's covered) (*See the "Members Only" page of the RMGA website*)
- 7:15 Setting Fees  
Background  
<https://www.nolo.com/legal-encyclopedia/business-services-charge-how-much-30158.html>  
<https://www.entrepreneur.com/article/233301>  
<http://consultantjournal.com/blog/setting-consulting-fee-rates>  
[https://www.jobmonkey.com/landtours/freelance\\_guide/](https://www.jobmonkey.com/landtours/freelance_guide/)  
  
Research the market  
<https://britainsbestguides.org/guide-fees/>  
<https://www.toursbylocals.com/TBL/WebObjects/ToursByLocals.woa/wa/mapclick?type=tour&region=5&area=430&wosid=Putv7QA7qJxxfaAGtWaWjw>  
  
Billing – The IC should use their own invoice.
- 7:30 Round Table Discussion
- 7:45 End
- N.B.** During the meeting January 14, discussion did not include "*Setting Fees.*" There was a brief discussion of "*Billing.*"

The websites noted are not meant to be exhaustive, but are for illustration purposes.

A video recording of this meeting prepared by Dawn Nelsen, RMGA Programs Committee Chairperson, and written notes prepared by Nancy Brueggeman, RMGA Secretary, may be found on the "*Members Only*" page of the RMGA website.

RMGA will host a Seminar in May 2019 that will address these and additional topics.