

TICO has recognized a growing trend of travel counsellors working outside of the registered place of business of a TICO registered travel agency (Host Agency). When a travel counsellor works outside of the registered place of business, TICO considers this person to be working in the capacity of an Outside Sales Representative (OSR).

TICO has developed Guidelines designed to assist both the individual (OSR) selling travel services and the businesses (Host Agencies) that have OSR's selling travel services on their behalf. The Guidelines are provided to support a better understanding of the requirements under the *Travel Industry Act, 2002* and Ontario Regulation 26/05 to ensure compliance. The guidelines also include some recommended best business practices.

Read more by downloading the Guidelines for Outside Sales Representatives in PDF format:



[Outside Sales Representative Guidelines - for Travel Counsellors](#)



[Outside Sales Representative Guidelines - for Travel Agency Owners](#)