

Money & Fees



Why is there a one-time \$299 start-up fee?



Think of this fee as your first investment in yourself and your new business. Instead of starting from scratch, you're stepping into a proven framework with:

- **Professional credentials** (valued at \$429/year)
- **Errors & Omissions insurance** (valued at \$425/year)
- **A complimentary Travel Leaders Network membership** (\$439/year value)
- **Exclusive training, booking tools, supplier connections, and ready-to-use templates** — all built from years of experience.

Launching on your own would mean climbing from the very bottom and paying for these benefits out of pocket. Partnering with us puts you ahead of the curve, so you can focus on growing your business and creating magical vacations for your clients right away.



Why is there a \$25 monthly administrative fee?



This small monthly fee helps keep everything running smoothly behind the scenes, so you can focus on your clients and sales. It covers:

- **Your professional email address**
- **Access to our Teams portal and Agent portal**
- **Commission processing** — collecting, tracking, and paying your commissions accurately
- The **operational overhead** of keeping a full-service travel agency running (internet, utilities, and essential systems)

Think of it as the cost of keeping your business supported and connected. By pooling these resources, we're able to provide you with professional tools and reliable back-office support at a fraction of what it would cost to do it on your own.



How do I earn money?



You earn income through commissions on every booking you make. Our structure:

- **80/20 split** — you keep 80% of your commissions, WGTC retains 20%

Every dollar of the agency's share is reinvested back into WGTC — improving tools, training, and resources to help you succeed. The more you book, the more you earn, knowing your host agency is investing in your growth.



What is the commission rate, and how do I get paid?



Each supplier (Disney, Universal, Royal Caribbean, Expedia TAAP, etc.) sets their own commission rates. Disney is usually 8-10%, cruise lines are usually 10%, Expedia can be anywhere from 4% to 15%. When the trip is completed, the supplier pays WGTC.

- You are paid **after** WGTC receives funds, and we pay commissions about twice a month.

WGTC provides forms and tools to help us track your commissions accurately.



When do I get paid?



You are paid after WGTC is paid. Suppliers release funds after a client travels. Some suppliers pay after each trip, while others wait 45-60 days. Expect payment about a week to 10 days after funds reach the agency.



Can I earn commission on my own personal travel?



Yes! You earn commission on your personal bookings if they are commissionable trips. Many suppliers — including Disney — also offer travel agent discounts once certain requirements are met. There are no commissions on TA discounted bookings.



Your Role & Responsibilities



What kind of job is this?



This isn't a typical 9–5 job. You're not an employee — you're an Independent Contractor (IC) and business owner. That means you:

- **Set your own hours**
- **Choose where and how you work**
- **Build your own client base and business model**

At the same time, you won't be on this journey alone. You'll operate under the umbrella of WGTC, with the benefit of our support and years of expertise. In short: you're your own boss, but with a team behind you every step of the way.



What is an Independent Contractor (IC)?



An Independent Contractor is someone who is self-employed rather than employed by a company. As an IC with WGTC, you are not our employee — this is your business.

You'll also operate under WGTC's umbrella, which provides:

- **Industry accreditation**
- **Consortium membership**
- **Errors & Omissions insurance coverage**

Because you represent WGTC, we ask that you complete training, demonstrate professionalism, and **stay engaged with our team**. This means **checking Teams and your WGTC email regularly** so you don't miss important updates, deadlines, or opportunities. This balance gives you the freedom of running your own business with the credibility, protection, and support of a host agency.



How do taxes work as an Independent Contractor?



As an IC, you are responsible for reporting your own income and expenses. WGTC equips you with practical training on how to stay financially organized, including:

- **Tracking receipts and documenting expenses**
- **Understanding what typically qualifies as deductible business costs**
- **Using tools that simplify recordkeeping**

This training gives you a strong foundation, but every tax situation is unique. For filing and compliance, we recommend working with a qualified tax professional who can guide you through the specifics of your personal and business taxes.

Clients & Sales



How do I find clients (leads)?



You'll attract clients through your own marketing efforts. WGTC supports you with step-by-step plans, resources, and tools — but ultimately, the more time you invest in building relationships with potential, current, and past clients, the more sales you'll generate. We have a tested-and-proven plan to assist you with this, if you choose to use it.



Are there any quotas that I have to meet?



No. WGTC does not require quotas. You set your pace. Our role is to provide tools and encouragement to help you reach your goals. We do require that you **stay in contact with us** by checking your email and Teams notices regularly, even if you are taking a break from selling travel.



Training & Support



What kind of training is provided?



You'll have access to WGTC's proprietary training program, which covers Disney destinations, supplier systems, and business operations. Equally important, we provide marketing training — step-by-step guidance to help you attract, nurture, and retain clients.

Combined with supplier trainings, booking tools, and ready-to-use templates, our program prepares you to both book travel with confidence and grow your business successfully.



What kind of support will I get?



You'll have ongoing access to:

- **A team portal with resources and communication**
- **Guidance from experienced agents**
- **Timely answers and encouragement as you grow your business**

We are available to you during most daylight hours and sometimes even after that. We are a hands-on agency, where we get to know our agents personally and provide ongoing support and encouragement.



Do I need previous travel industry experience?



No, but a love of travel and Disney are essential. You will be trained thoroughly, and your first few trips will be supervised by either someone on our executive team or an experienced agent. What matters most is your willingness to learn, complete the training, and serve clients with professionalism and integrity.

Perks & Growth Opportunities



Can I get my own CLIA Embarc Card?



Yes. A CLIA EMBARC card provides access to valuable travel advisor benefits, including Disney Travel Agent rates and other industry programs.

At White Gloves Travel Company, CLIA eligibility is an earned professional benefit. Advisors must meet agency and industry standards for production, training, participation, and professional conduct before receiving approval for a card. Specific requirements are outlined in our CLIA Eligibility Policy and may be updated periodically to align with changes in industry or agency standards and supplier expectations.

CLIA membership is tied to White Gloves Travel Company. If you leave the agency, your card remains yours, but you will need to affiliate with another CLIA-member agency to continue receiving CLIA benefits.



Can I book travel besides Disney?



Absolutely. WGTC partners with some of the most recognized travel brands in the world. In most cases, you can register with any supplier we work with and book travel through them.



If you have any other questions or concerns, please let us know. We are always available!
info@whiteglovestravel.com