

Chicago Tour-Guide Professionals Association (CTPA) FACT SHEET

updated 7/14/10

Purpose: To promote and maintain high standards of proficiency, excellence and integrity within the tour guiding profession.

Founded: June 29, 1990.

Incorporated: February 1991 as a not-for-profit corporation.

Membership: Membership is open to tour guides, individuals who would like to become tour guides, destination management company owners and principals, event planners, transportation companies, others serving the tour industry or individuals who are interested in sharing information about and promoting tourism in the metro Chicago area. Members regularly work with convention groups and visitors to the city, providing meet and greet assistance at the airport, conducting general city highlight tours as well as specialized tours for business, educational or entertainment purposes. Many CTPA guides have special abilities such as fluency in a foreign language or advanced training in areas such as music, the arts, architecture, history, technology or business.

Current #s	Member Category	Description	Type of Entity	Works in Tourism	Annual Fees	Votes?
47	Certified Guide	Experienced guides who have passed the CTPA certification test	Individual	Yes	\$55	Yes
120	Candidate Guide	Guides who have not taken the test or may take it when eligible	Individual	Yes	\$55	Yes
22	Friend	Individuals who do not seek employment in tourism	Individual	Does not seek work or retired	\$55	No
45	Associate	DMCs, event planners, venues, shops, transportation & hospitality companies	Organization-uses/hires guides	Yes	\$70	No
1	Honorary	Recognized for their support of the CTPA and/or guides	Individual or Organization	Yes or No.	Free	No

Membership Fees for 2010:

- Dues are assessed for the calendar year. **“Early Bird” fees must be postmarked by December 31 of the year prior.**
- Fees are used to produce and distribute the Membership Directory, Newsletter and Meeting Announcement mailings and cover other expenses of the organization as needed.

EARLY BIRD-POSTMARKED by DECEMBER 31 (year prior)	Regular Annual Rate (Jan 1-June 30)	Half Year Rate (July 1-December 15)
\$45 - Early Bird Individual Member	\$55 - Individual Member	\$27.50 - Individual Member
\$85 - Early Bird Joint Member (2 people/same address)	\$105 - Joint (2 people/same address)	\$52.50 - Joint (2 people/same address)
\$60 - Early Bird Company (Associate) Member	\$70 - Company (Associate) Member	\$35 - Company (Associate) Member

Optional CTPA Logo Name Badge-\$15

Associate Members (outside the U. S.-\$100)

Member Benefits:

- **Annual Directory of Members published each March**, includes a short self-written biography about one’s education, training, abilities and/or availability. The Directory also includes a list of guides with foreign language skills, a summary of the history of the CTPA and information on the organization’s professional affiliations (NFTGA-USA and WFTGA).
- **Newsletter and Meeting Announcement Mailings** (as needed throughout the year).
- **Participation in Meetings, Optional Educational Programs, Spotlight Events and “Show Us Your Neighborhood” tours.**
- **Inclusion on Mailing Lists / Special Privileges and Invitations.** Adler Planetarium, John Hancock Observatory, the Museum of Science and Industry, the Field Museum, Shedd Aquarium, Chicago History Museum. Loyola University Museum of Art and others have invited the membership to enjoy special invitations and privileges.
- **Eligibility to take the CTPA Certification Test.** This mastery test may be taken after a year of guiding experience. Upon successful completion, the individual is a “Certified Tour Guide.”
- **Representation in the National Federation of Tourist Guide Associations-USA (NFTGA) www.nftga.com & the World Federation of Tourist Guide Associations (WFTGA) www.wftga.org**

Officers: Officers are elected and may serve multiple terms. The current officers’ term will end January 31, 2009.

President	Donna Primas	Phone: 630/717-9004	primascopy@aol.com	Fax: 630/717-9055
Vice President	Sharon Sylvester	Phone: 708/370-1745	sharonsyl2@hotmail.com	
Treasurer	Lijana Baehr	Phone: 312/654-8647	skalabrina@aol.com	
Tri-Secretaries	Gina V Driskell	Holly Jensen	Edward Mazur	

Committees: Committee Members are appointed by the President and serve for one year. Committee Chairs serve for two years and are members of the Board of Directors. The CTPA President is an ad-hoc member of all committees.
Active committees: Education, Certification, Membership, and (in an election year) Nomination.

Meetings & Events:

- Meetings (with a business component) and Spotlight Events (social affairs) take place 6 to 10 times per year and have an educational focus. In general, meetings are held at venues around town to expose the membership to new locales, renovated facilities and special exhibits and seasonal opportunities.
- Meetings are generally scheduled early in the week (Monday, Tuesday or Wednesdays) at or after 5:30 p.m. (to allow the membership to finish a 9-to-5 job and get to the meeting location.)
- Many locations that host meetings also furnish refreshments—coffee/cookies, soda/chips, wine/cheese, etc.

2009	Meetings, Events, Tours and Special Invitations
Tuesday, January 13	Tour Guide Certification Test, Part II- The Routing Test given.
Monday, January 19	Quarterly Meeting at Lawry's The Prime Rib Restaurant. A Presentation by Mark Mitten, Chief Brand Officer for Chicago 2016 Olympics Committee, plus "Preparing for the Certified Tour Guide Test," oral/slide test demonstrations by four members.
Tuesday, March 3,	Quarterly Meeting at Lawry's The Prime Rib Restaurant. 2009 CTPA Directory distribution; a report on the WFTGA biennial January Bali conference by Anna-Clara Campbell & Tom Schuster; and "Is it time for CTPA to consider a Code of Ethics/Conduct?"
Wednesday, March 4 Wednesday, March 11	Spertus Museum at Spertus Institute of Jewish Studies – building and special exhibit tours.
Tuesday, March 10	The Field Museum of Natural History special entrance to "Real Pirates The Untold Story of the Whydah from Slave Ship to Pirate Ship"
Monday, May 18	"Show Us Your Neighborhood" Bohemian National Cemetery with Albert Walavich.
Tuesday, June 2	"Show Us Your Neighborhood" The Best of Chinatown with Z .J. Tong
Thursday, June 4	Quarterly Meeting at Lawry's The Prime Rib Restaurant. "How to Use and Save Your Voice" by CTPA Candidate Member and Speech Pathologist Pam Powell and "Amplification devices as alternative Solutions" by Greg Borzo, Candidate Guide.
Friday, June 26	"Pilsen...From Bohemian Beginnings to the Arts of the Latino," a docent led tour of the National Museum of Mexican Art plus a neighborhood walking tour.
Tuesday, August 4	The Field Museum of Natural History special entrance "Water" plus admission to "Dinosaurs Alive in 3D"
Wednesday, August 12	Tour of the Merchandise Mart and the special "Dream Home"
Friday, August 21	Visits to The Illinois Holocaust Museum and Education Center in Skokie, IL, and The Mitchell Museum of the American Indian in Evanston with special docent tours.
Tuesday, September 15	The Federal Reserve Bank Money Museum annual reception and tour
Wednesday, September 16	Special Meeting at Lawry's The Prime Rib Restaurant. "The Legacy of the Plan of Chicago" presented by cartographer, Dennis McClendon CTG.
Monday, October 5	Quarterly Meeting at Lawry's The Prime Rib Restaurant. A transportation themed evening by CTPA member-authors, Greg Borzo on "Chicago's Greatest Mover & Shaker: The 'L'" & Dave Clark on "Route 66 & Chicago: Where the Road Begins."
Thursday, October 29 & Monday, November 9	The Field Museum of Natural History special entrance to "The Nature of Diamonds."
Thursday, November 5	"Hurry Up Here," a CTPA member reception at The John Hancock Observatory to enjoy the view and hand-held, multi-media electronic tour.
Friday, November 6 & Friday, November 13	Special entrance and docent guided tour of the renovated Shedd Aquarium and Oceanarium, plus entrance to two shows: "FantaSea" and a 4-D movie.
Thursday, November 12	Discounted tickets offered to take the Chicago Film Tour.
Thursday, November 12	Macy's annual Holiday Reception for Tour Guides
Monday, December 7	Holiday Party at Lawry's The Prime Rib Restaurant.

Certification Test

The CTPA Certification Test was developed to be a **mastery test**—not a qualifications test. To be eligible to take the test, the applicant must be a CTPA member and have worked as a guide for at least one year. Passing the test requires accurate knowledge of Chicago history, geography, transportation, museums, cultural attractions, landmark buildings, sculpture, neighborhoods and venues of interest to visitors—the information given on a 3 or 4-hour comprehensive Chicago City Highlights Tour. **The CTPA Certification Test has 3 parts.** The parts must be taken in order and a pass grade achieved to advance. The test parts are: **written test, oral/slide identification and vehicle routing.**

For more information or a membership application: www.tourguidesofchicago.com