

ICO Category Summaries

ICO Categories 7950, 7951, 7952, 7953, 7954, 8099, 8993*, 8994, 8995, and 8997* (listed in bold) require the Independent Contractor Questions, a signed BYU Independent Contractors contract**, invoice(s), and, if cumulative payments are expected to equal or exceed \$600 in this calendar year, the contractor's Employer Identification Number (EIN). This documentation will be reviewed by Human Resources before payment is made.

Fast Track	Description
ICO 7950 ICO 7952 ICO 7953	Media or live production technicians. Includes pre-production, development, instructional design, scriptwriting, casting, photography, cinematography, staging, lighting, audio, recording, post-production, editing, etc. for live performance, recorded, or broadcast productions. Contractor will perform services without retention of intellectual property rights.
ICO 7951	Actors, musicians, models, voice talent, entertainers, performers, musicians, and disk jockeys or other talent for live performance, recorded, or broadcast productions on 6 days or more during the past 12 months including this engagement. Contractor will perform without retention of intellectual property rights.
ICO 7954 ICO 8995	Text editing, translation, and interpreting. Also includes services to adapt or record media projects for presentation in languages other than their original language. Contractor will perform services without retention of intellectual property rights.
ICO 8099	Fees to physicians and health care providers for medical services provided at BYU.
ICO 8993*	Miscellaneous Independent Contractors receiving \$600 or more cumulatively in the current calendar year or providing services on 6 or more days in the past 12 months, not to exceed \$2,500 per engagement, providing services that do not fit under other Fast Track categories.
ICO 8994	Researchers and consultants under the auspices of ORCA (Office of Research and Creative Activities). (Requires approval signature from ORCA office, rather than department approver.)
ICO 8997*	Non-employees presenting on 6 days or more during the past 12 months including this engagement as speakers, lecturers, guest instructors, and symposium, colloquium, and practicum presenters, or honorarium recipients.
ICO 6012	Barlow Endowment Grants (to non-employees).
ICO 7379	Emergency on-site repairs when required after-hours, or at the Salt Lake Center.
ICO 7929	Actors, musicians, models, voice talent, entertainers, performers, musicians, and disk jockeys or other talent for live performance, recorded, or broadcast productions on 5 days or fewer during the past 12 months including this engagement. Contractor will perform services without retention of intellectual property rights.
ICO 7931	Travel or supplies (but not services) for an Independent Contractor where no original receipts are provided, such as hotel, airline or other costs. (Travel documented with receipts is reimbursed through Y Expense.)
ICO 8000*	Non-employees presenting on 5 days or fewer during the past 12 months including this engagement as speakers, lecturers, guest instructors, and symposium, colloquium, and practicum presenters, honorarium recipients.
ICO 8111	Legal fees paid to attorneys.
ICO 8734	Laboratory or chemical analysis.
ICO 8911	Fees charged to appraise value of real estate property.
ICO 8989	Catering and retreat functions, including facilities and services.
ICO 8990	Non-governmental services associated with travel visa applications.
ICO 8991	Consultants approved by Utah Department of Economic Development as Centers of Excellence program consultants.
ICO 8992	External or peer reviewers.
ICO 8996	Supervision of student teachers by school district personnel.
ICO 8998	Competition or venue officials, judges, adjudicators, or referees.
ICO 8999*	Miscellaneous Independent Contractors, providing services on 5 days or fewer in the past 12 months not to equal or exceed \$600 cumulatively in the current calendar year for services that do not fit under other Fast Track categories.

* ICO 8993 and 8997 involve 6 days or more and require an EIN, Contract, and Invoice. Payments using ICO 8000 and 8999 involve 5 days or fewer and do not require an EIN, Contract, or Invoice.

**Corporate vendors that provide a complete W-9 that is verified by Purchasing are exempt from signing a contract. Non-corporate vendors can be exempted on a case by case basis through Regulatory Accounting.