

COACHING AGREEMENT

This agreement is made between Dr. Alicia Clark (“Coach”), and _____ (“Client”). Both parties agree to the following:

COMMITMENT:

Coaching is an ongoing relationship between a coach and a client. The opportunity for success for the coaching client dramatically increases because changing habits and creating possibilities is a process.

Coaching is a structure that facilitates development in your professional and personal life. The Client and Coach agree that the coaching relationship will be designed together.

Coaching is for individuals who are emotionally and psychologically healthy and who want to make changes and move forward in their lives. Coaching is not advice, therapy or counseling.

By entering this relationship, the Coach and Client acknowledge that the Client wants to make significant progress and change in his/her life. Because progress and change happen at rates that are unique to each individual, the Coach and Client commit to working with each other for an initial three-month period. This allows the coaching relationship necessary time to develop and progress through objectives, obstacles and successes that occur.

COACHING SESSION PROCEDURES:

All coaching sessions are conducted by telephone unless otherwise arranged with the Coach.

At the scheduled appointment time, the Client agrees to call the Coach at an agreed upon number. The Coach and client commit to

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start and finish each session on time. If the client is more than 10 minutes late for a coaching session, the Coach will assume the session is cancelled and the client will forfeit the session fee.

Rescheduling a coaching session is easily done with appropriate notice. Please allow for at least 24 hours notice to change an appointment.

In between coaching sessions, the client may feel free to e-mail the Coach, and the Coach will return emails between calls as time permits. Calls made between the scheduled calls are permissible and based on availability; the parties agree to keep the calls to 5 minutes or less.

CONFIDENTIALITY:

The coaching relationship is built on trust. The Coach agrees to keep all conversations and information with the Client private and confidential. No personal ideas, information or thoughts expressed will be shared with anyone except with the permission of the Client.

COACHING FEES:

\$485 per month

Opening Session – a free 30-minute consultation session may be provided to introduce the coaching process to the potential Client. After this, the Coach and the Client can discuss entering into a coaching relationship.

3 Month Commitment – The Client receives two (2), 30 to 60 minute telephone coaching sessions or one (1), 90 minute coaching session each month for three months.* Supplemental telephone conversations and on-going email support are also provided.

Monthly Agreement – After the initial 3-month commitment, the Client may receive two (2), 30 to 60 minute telephone coaching session or one (1), 90 minute coaching session each month on a month-to-month basis. The monthly program may be cancelled, in writing, at any time without penalty. Cancellations will take effect within 30 days of receiving written notification.

Fees are payable in advance of the 1st of each month.

The Client agrees to pay the monthly fee before coaching services are provided for the month.

Payments may be made by check, cash or credit card.

*Additional a la carte coaching sessions can be added at the rate of \$230 (30-60 minute session), or \$375 (90 minute session)

PAYMENT INFORMATION

Cardholder Name: _____ Card
Number: _____ Exp Date
(MM/YY) ____ / ____ Security Number: _____ Bank Name:

I understand and agree to the terms of this agreement.

Client

Date