



Coaching Agreement

Client Name:

Client Address:

Client Phone Number(s):

Client Email Address:

This agreement between the coach, Shannon Upton, and the above-named client, will begin with the first session and continue for a minimum of three months. The meetings shall take place approximately once a week and be approximately 30-35 minutes in length. The timing and location of the coaching meetings will be mutually determined by the coach and the client. In the event of video conferencing, the client will initiate all scheduled calls at the agreed up time on a home computer, laptop, or stationary tablet or phone.

The \$160 fee for the first four sessions is payable in advance before the first session. After the first sessions, the session fee of \$40 is payable in advance before each session. If the meetings are to take place in person, there is additional monthly fee for travel costs. If the client cancels a session within one week of the scheduled session, the session fee is forfeit. In the event of session cancellation by the consultant, the session fee will be applied as a credit for the rescheduled session.

The client may discontinue the coaching sessions at any time. After the initial four-week commitment, the client and coach agree to provide each other with a two-week notice in the event either wishes to cancel further services. The client agrees to compensate the coach for all coaching services scheduled through and including the effective date for termination of the coaching relationship.

The services to be provided by the coach to the client are coaching or tele-coaching sessions as designed jointly with the client. Coaching, which is not advice, therapy, or counseling, may address specific personal projects, business success, or general conditions in the client's life. The coach makes no guarantees, representations, or warranties of any kind or nature, expressed or implied, with respect to the coaching services negotiated, agreed upon, and rendered.

Initial: _____

The coach agrees to listen fully, ask thoughtful questions, and give encouragement and occasional guidance. The client agrees to communicate honestly, be open to feedback and assistance, dedicate the time and energy needed to fully participate in the program, and earnestly attempt homework requests and next steps.

The client is solely responsible for creating and implementing her own physical, mental, and emotional well-being, including the decisions, choices, actions, and results arising out of or resulting from the coaching relationship and interactions with the coach. As such, the client agrees that the coach is not and will not in the future be liable or responsible for the client's actions or inaction, or for any direct or indirect result of the services provided by the coach. The client understands that coaching is not a substitute for therapy and that the coach does not diagnose, prevent, treat, or cure any mental disorder or medical issue.

The coach will keep all information provided by the client strictly confidential unless the coach 1) believes there to be a likely risk of danger or harm to the client or to others, or 2) discovers illegal activity. The coach-client relationship is not a legally confidential relationship and thus communications are not subject to the protection of any legally recognized privilege. The coach will not disclose the client's name as a reference without the client's consent.

This document reflects the entire agreement between the coach and the client. This agreement supersedes all prior written and oral representations and may not be amended, altered, or supplemented except in writing signed by both parties. Our signatures on this agreement indicate a full understanding of and agreement with the information outlined above.

Client

Date

Coach

Date