



COACHING AGREEMENT

We agree that:

1. Coaching is not therapy, counseling, advice giving, mental health care, or treatment for substance abuse. The coach is not functioning as a licensed mental health professional and coaching is not intended as a replacement for counseling, psychiatric interventions, treatment for mental illnesses, recovery from past abuse, professional medical advice, financial assistance, legal counsel, or other qualified professional services.
2. Coaching is designed to address issues the person being coached would like to consider. These could include but are not limited to career development, relationship enhancement, spiritual growth, life management, life balance, decision making, movement through transitions, , achievement of short term or long-term goals.
3. Description of Coaching: Coaching is partnership (defined as an alliance, not a legal business partnership) between the Coach and the Client in a thought-provoking and creative process that inspires the client to maximize personal and professional potential. It is designed to facilitate the creation/development of personal, professional, or business goals and to develop and carry out a strategy/plan for achieving those goals.
4. Coach-Client Relationship
 - a. Coach agrees to maintain the ethics and standards of behavior established by the International Coach Federation “(ICF)” (Coachfederation.org/ethics). It is recommended that the Client review the ICF Code of Ethics and the applicable standards of behavior.
 - b. Client is solely responsible for creating and implementing his/her own physical, mental and emotional well-being, decisions, choices, actions and results arising out of or resulting from the coaching relationship and his/her coaching calls and interactions with the Coach. As such, the Client agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.
 - c. Client further acknowledges that he/she may terminate or discontinue the coaching relationship at any time.
 - d. Client acknowledges that coaching is a comprehensive process that may involve different areas of his or her life, including work, finances, health, relationships, education and recreation. The Client agrees that deciding how to handle these issues, incorporate coaching principles into those areas and implementing choices is exclusively the Client’s responsibility.
 - e. The Client understands that in order to enhance the coaching relationship, the Client agrees to communicate honestly, be opened to feedback and assistance and to create the time and energy to participate fully in the program.

5. Services: The parties agree to engage in a weekly/monthly Coaching Program through (___ in person, ___ virtual) meetings. Coach will be available to Client by e-mail and voicemail in between scheduled meetings.
6. Schedule and Fees
This coaching agreement is valid as of ___/___/_____. The fee is _____ per session, payable each session or the end of each month. Each meeting will last 45 minutes. Efforts will be made to accommodate each other schedules. This agreement may be extended by mutual agreement or templated by either party at any time.
7. Procedure The time of the coaching meetings and/or location will be determined by Coach and Client based on a mutually agreed upon time. The Client will initiate all scheduled calls and will call the Coach at the following number for all scheduled meetings 678-396-0687. If the Coach will be at any other number for a scheduled call, Client will be notified prior to the scheduled appointment time.
8. Confidentiality
This coaching relationship, as well as all information (documented or verbal) that the Client shares with the Coach as part of this relationship, is bound by the principles of confidentiality set forth in the ICF Code of Ethics. However, please be aware that the Coach-Client relationship is not considered a legally confidential relationship (like the medical and legal professions) and thus communications are not subject to the protection of any legally recognized privilege. The Coach agrees not to disclose any information pertaining to the Client without the Client's written consent. The Coach will not disclose the Client's name as a reference without the Client's consent. Confidential Information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; or (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; (f) is disclosed to the Coach and as a result of such disclosure the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client or others; and (g) involves illegal activity. The Client also acknowledges his or her continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.
9. Cancellation Policy
Client agrees that it is the Client's responsibility to notify the Coach 24 hours in advance of the scheduled calls/meetings. Coach reserves the right to bill Client for a missed meeting. Coach will attempt in good faith to reschedule the missed meeting.
10. Limited Liability
Except as expressly provided in this Agreement, the Coach makes no guarantees, representations or warranties of any kind or nature, express or implied with respect to the coaching services negotiated, agreed upon and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential, or special damages. Notwithstanding any damages that the Client may incur, the Coach's entire liability under this Agreement, and the Client's exclusive remedy, shall be limited to the amount actually paid by the Client to the Coach under this Agreement for all coaching services rendered through and including the termination date.

11. Entire Agreement

This document reflects the entire agreement between the Coach and the Client and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered, or supplemented except in writing signed by both the Coach and the Client.

12. Each of the people whose signature appears below agrees that this agreement represents our mutual understanding of the coaching relationship and confidentiality.

Signature _____

Date _____

Written name _____

Signature _____

Date _____

Written name _____