

# PAYMENT CONTRACT FOR COUNSELING / COACHING SERVICES

**Full payment is due at time of service.** PayPal is the source of payment and the bill will be sent prior to each session.

## DISCLOSURE STATEMENT FOR PROFESSIONAL SERVICES

### Part One Fees for Professional Services

\$\_\_\_\_\_ Per individual session (defined as 55 minutes)

Coaching \$55    Individual Counseling \$75

\$\_\_\_\_\_ Packaged Coaching (defined as 55 minutes)

4 packaged sessions \$200    8 packaged sessions \$400    12 packaged sessions \$600

\$\_\_\_\_\_ is charged for missed appointments or cancellations with less than 24 hours' notice.

### Part Two Charges:

Clients are responsible for full payment at the time of services. Services will be terminated if timely payment is not made as agreed to by this consent.

### Part Three Minors:

The adult accompanying a minor (or guardian of the minor) is responsible for payments for the child at the time of service. Unaccompanied minors will be denied non-emergency service unless charges have been preauthorized to an approved credit plan, charge card, or payment at the time of service.

Thank you for understanding the financial policy and payment contract. Please let us know if you have any questions or concerns.

I (we) have read, understand, and agree with the provisions of the Policy and Payment Contract for Services.

Person responsible for account: \_\_\_\_\_ Date: \_\_\_\_\_

## PAYMENT FOR SERVICES

**PAYMENTS DUE AT TIME OF SERVICE.** Payments will be sent via email using PayPal at the email you provide and, in the increments chosen in the "fees for professional services" section. Remittance of payment is due before or immediately following the session. If payment is not made in the aforementioned timeframe, a \$10 inconvenience fee will be assessed.

**Client's Name:** \_\_\_\_\_  
First Name Last Name

**Guardian's Name:** \_\_\_\_\_  
First Name Last Name

**Email Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_  
Street Address City State Zip