



Life Coach Felicia Bellinger

This Coaching Agreement outlines both our responsibilities in our relationship. Please read this over and if you agree to everything, indicate your agreement, sign, and email us back at LifeCoachFeliciaBellinger@gmail.com.

Let us know if you have any questions or concerns. You will receive a copy via E-mail.

Coaching Guidelines:

I have positive expectations for a coaching relationship that helps you to create the life you want to live. To partner together professionally, I want you to be familiar with the following guidelines.

Terms of Coaching:

I invite you to think of Coaching as a process. Many people create change for themselves in a short time. However, to refine and sustain the change takes several months. I would ask that you expect our Coaching relationship to last at least 12 sessions which usually spans two to three months.

Fees:

My Coaching fees are payable to PAYPAL: LifeCoachFeliciaBellinger@gmail.com

You can also pay by credit card once you receive your invoice prior to the start of each coaching session.

Procedure:

For our face to face sessions, I expect you to come to my office at the agreed upon date and time. For over-the-phone or SKYPE sessions I will call you at the specified time, unless we make other arrangements. If you are expecting my call and I don't call, please allow five minutes then call me at 1-800-771-7622 ext 800.

If you wish to connect with me in between sessions with a challenge, a success or an inquiry, I will make every attempt to respond to your E-mail within 24 hours, with an E-mail or short phone call (15 min) at your discretion. I'm happy to provide this extra level of service at no additional charge.

Emergency Phone Sessions:

If you have an emergency and need a coaching session after hours, please call our 800 number and press ext. 809 and one of our on-call certified coaches or myself will set up your coaching session. Additional fees do apply.

Changes:

If you need to reschedule our appointment, please give me 24 hours' notice. If you have an emergency or illness, you can reschedule with less than 24 hours' notice. If you do not show up for a scheduled call, for any reason, and provide no notice (latest notice can be five minutes past scheduled session start time), we will not make up that time. If I need to reschedule, I will give you at least 24 hours' notice as well, barring an emergency or illness.

Problems:

If I ever say or do anything that upsets you or doesn't feel right, please bring it to my attention so that we can resolve it as soon as possible. My objective is to have a coaching relationship that is fully open, honest, real and trusting in our communication styles. We should both realize that communication via telephone or email entails extra challenges since we cannot see body language, facial expressions, etc. Therefore, we give each other plenty of latitude, and promptly ask for clarification if there is a miscommunication.

Coaching Agreement**Coach:**

I agree to serve as your Coach – to partner with you to identify and achieve your personal and/or professional goals.

As your Coach, I cannot guarantee results. You will create powerful results by having the courage and determination to forward the action in your life.

During the time we spend together in our coaching sessions, I will devote my time, thoughts, and energy to you, exclusively. In between our sessions, I may not be instantly available, as I may be attending to others, or myself. I will, however, always attempt to be available within 24 hours.

I am a Coach, not a psychotherapist or physician, and I am not trained in diagnosing psychological or medical conditions. If any issues come up for you that should be handled by a licensed therapist or physician, I insist that you must attend to your health by contacting the appropriate professional. For your convenience, Lamad International Coaching has LPC's and LCSW that you can be referred to.

As your Coach, I will bring attentive listening, understanding, belief in you and commitment to your success. You can expect me to challenge you, ask you powerful and probing questions, agree on an action plan, acknowledge your wins, and guarantee the utmost confidentiality (to the fullest extent of the law, and so long as I don't fear for your or another person's safety).

I am bound to abide by the International Coach Federation Code of Ethics. Please familiarize yourself with them, as they are found at:

ICF Code of Ethics

Client:

I am motivated and committed to taking action on my determined personal and professional goals. I realize that anything less than my intentional full participation will not lead to my success.

I accept full responsibility for myself and any actions I take that might result from Coaching.

I am under the care of a physician and healthy enough to engage in coaching.

I can financially afford the Coaching fee at this time. I agree to pay (or be auto-charged) promptly by the first of the month for that month's fee. I agree that ultimately, it is my responsibility that my coach gets paid for the services I use.

I agree to honor my scheduled session times.

I HAVE READ AND AGREED TO THIS COACHING AGREEMENT.

Client's Signature:_____

Printed Name:_____

Date:_____

