

# Rock Steady

## Talent Coaching

**Client Instructions: Please review, sign and email this agreement along with payment in advance of your first scheduled session.**

### COACHING CONTRACT FORM

I understand that Coaching is not advice-giving, psychotherapy or counseling (my coach has explained the difference), and that professional referrals will be given, if needed.

I understand that Coaching is a potentially powerful alliance designed to help a client achieve specific, identified goals. Coaching may address specific personal projects, business successes, and/or general conditions in a client's life or profession. I understand that Coaching services may include values clarification, brainstorming, examining modes of operating in life, identifying plans of action, the sharing of educational information, the asking of clarifying questions and the making of empowering requests.

As a client, I understand and agree that I am fully responsible for my well-being during, after and between my coaching calls. I am responsible for any and all choices and decisions I make and it is my responsibility to state my needs around my sessions.

Upon completion of the initial contract period, should my coach and I agree, a new coaching package will be offered or we will continue on a session by session basis. I am aware that I may choose to discontinue coaching at any time. I agree to give 24 hours notice should I need to cancel or change my appointment. Failure to do so will result in the forfeiting my session and monies paid for that time. I understand that my coach will call me at our designated time and should I not answer, another call will be made at ten minutes past scheduled time. Should I still not be available after this time, the session is considered forfeited.

Your coach is committed to keeping all contacts, information and records confidential. From time to time, information may be shared with other coaches for training and feedback purposes; however the client, along with any other identifying information, will always remain anonymous. The exceptions to our confidentiality agreement include; if we are subpoenaed to a court of law, if we hear of elder/child abuse or if you are a danger to yourself or others.

Our signatures on this agreement indicate full understanding of and agreement with the information outlined above.

Client Name \_\_\_\_\_ Date: \_\_\_\_\_

Client Signature \_\_\_\_\_ Date: \_\_\_\_\_

Coach's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please print out two copies and retain one for your personal records. **CLIENT INTAKE FORM**

**Name:** \_\_\_\_\_ **Birth Date** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** Home \_\_\_\_\_ Mobile \_\_\_\_\_

**Email:** \_\_\_\_\_

**Please check the applicable box:**

\_\_\_\_\_ **private coaching** \_\_\_\_\_ **group/band coaching**

The following questions are intended to help me get to know you and to understand what your goals are for our work together. Your responses to these questions will help guide the initial work we do together, so please provide as much information as you feel is relevant. This form will remain confidential.

**Why are you interested in working with a coach? What draws you to working with a coach, and what do you hope to learn/gain from working together?**

**Do you have a preferred method of learning? In other words, do you prefer to read, watch video or listen to audio to absorb new material/wisdom?**

**What was something you did as a child in which you gave yourself over to fully, lost track of time while doing and would have done all the time if you were allowed to? How did you feel while doing this thing and when was the last time you had that same feeling? Describe.**

**If your life up to this point could be described by a popular song, poem, book or movie, which one would it be? When you are not following through on the goals we establish together, or are potentially out of integrity with yourself, your goals for yourself, or agreements made, what do you want me to say to you to get back on track?**

**Please complete the following sentences by writing down the first thing that comes to mind. Go for spontaneity, not practicality:**

**If I had the money, I would...**

**If I could create anything, it would be...**

**If I could change one thing about myself, it would be... If I were creative enough, I would...**

**If I just had the time, I would...**

**If it weren't going to hurt anyone's feelings, I would...**

**Is there anything you would like me to know about you, that you feel is important to our work together?**