1:1 Coaching Intake Document

Please complete this form as accurately as possible as this will ensure you get the most out of the coaching session. Your coach will be reviewing this intake form prior to your zoom session to prepare and have a good understanding of what your objectives and goals are.

Name:

Email:

Business name:

Website:

Please link your social profiles here:

Total service sales this year:

Total retail sales this year:

Please list all hard expenses, such as rent, electricity etc:

Would you like support with in-spa services?  Yes  No

Would you like support with building your brand?  Yes  No

What would you like to discuss specifically with your coach?

What would make your coaching session a success?

Please select additional areas you may need assistance with (check all that apply)

building your spa menu  Business Logo  Detailed action plan  Other

Other support needed

1:1 Coaching Intake Document Page 2

I understand that the coaching session will take place via Zoom. I am committed to ensuring that I will be in a place that will allow me to focus with no distractions to ensure I am able to get the most out of this session. Sessions are 60 minutes each.

Yes  No

I understand that after emailing this completed form, I will be sent times and dates that are available to book with my coach. I will satisfy my invoice for the coaching session after booking. If the invoice is not satisfied within 24 hours after booking, my session will be canceled, and I will need to reschedule. **If I cancel or change my appointment time with less than 48 hours’ notice I will not be refunded for payment made**.

Yes  No

*If you need to make any modifications to your scheduled session, please email* [*Amy@holisticskincaretampa.com*](mailto:Amy@holisticskincaretampa.com).

**I understand and agree to the following coaching disclaimer**: Client acknowledges that Holistic Skin Care Tampa’s services do not constitute counseling for financial advice or advice regarding tax planning, investments, or legal advice. There are no guarantees of a particular outcome for coaching services. The client acknowledges the coaching process is dependent on client’s own ability to implement his/her choices and these choices are exclusively the client’s responsibility. Coaching sessions are non-refundable and must be used within 3 months of making payment.

Yes  No