

# Coaching Agreement

Client Name: *Click here to enter text.*

## **Term.**

This Agreement will remain in effect until canceled by either Coach or Client at any time upon 15 days written notice. No reason or cause shall be required for any party to terminate this Agreement.

This agreement, between coach *[click here to enter text]* and the above-named client, will begin on *[click here to enter a date]* and will continue for a minimum of three months. The fee for the initial meeting is \$*[click here to enter value]*, and the fee for the initial three months is \$ *[click here to enter value]* per month, payable in advance on the *[click here to enter value]* of each month.

Upon completion of the three months, coaching will convert to a month-to-month basis.

## **Services.**

In order to understand and clarify the services and relationship, Client and Coach acknowledge and agree that:

- A. Coaching is a relationship which is designed and defined by the Client with the Coach's agreement, and which is based on the Client's expressed interests, goals, and objectives.
- B. Coach uses discussion, questions and requests to assist Client as Client identifies personal and/or business goals, develops strategies and action plans intended to achieve such goals, and monitors progress towards implementation of the action plans.
- C. Coach does not provide counseling, therapy, advice, answers or direction to Client.
- D. Client is responsible for his or her own achievements and success and Coach cannot and does not promise that Client will take any specific action or attain specific goals.

## **Coaching Relationship.**

Throughout the working relationship, the coach will engage in direct and personal conversations. The client can count on the coach to be honest and straightforward in asking questions and making requests. The client understands

that the power of the coaching relationship can be granted only by the client, and the client agrees to do just that: have the coaching relationship be powerful. If the client believes the coaching is not working as desired, the client will communicate that belief and take action to return the power to the coaching relationship.

### **Cancellations and rescheduling.**

Cancellations or rescheduling a call, by either party, must be made 24 hours in advance. The coach will make reasonable efforts to reschedule sessions that are cancelled in a timely manner.

### **Mutual Nondisclosure.**

The coach and client mutually recognize that they may discuss future plans, business affairs, customer lists, financial information, job information, goals, personal information, and other private information. The coach agrees to keep and maintain such information confidential and not to disclose or use such information without Client's prior written consent. In order to honor and protect the coach's intellectual property, the client likewise agrees not to disclose or communicate information about the coach's practice, materials, or methods to any third parties.

### **Waiver.**

Client acknowledges and agrees that in the course of the services Coach may ask Client questions which may be personal, challenging or disturbing. Client waives and releases any claims arising or resulting from Coach's questions, actions or services except for Coach's breach of his obligations of Confidentiality above. This waiver does not apply to conduct or actions outside the scope of the coaching services.

### **Dispute Resolution.**

Any controversy or claim arising out of or relating to this agreement, or the breach of this agreement, shall be settled by arbitration, which will occur via telephone by an arbitrator that we mutually agree upon. If no such party can be agreed upon, a mediator will be appointed by the San Francisco office of the American Arbitration Association ("AAA"). The arbitrator shall not have any power to alter, amend, modify or change any of the terms of this Agreement nor to grant any remedy which is either prohibited by the terms of this Agreement, or not available in a court of law.

**Nature of Agreement.**

This Agreement shall, in all respects, be governed by the laws of the State of California applicable to agreements executed and to be performed within California. This Agreement constitutes the entire understanding and agreement of the parties and no amendment, change or modification of this Agreement shall be valid, unless in writing and signed by all of the parties hereto.

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

**Client :** Click here to enter text.

**Date:** Click here to enter a date.

**Coach :** Click here to enter text.

**Date:** Click here to enter a date.