



Jodie's Life Coaching Client Agreement

This agreement is entered into by: _____ ("Sponsor") and _____ ("Client") and _____ ("Coach"), and pertains to Life Coaching for Personal or Professional Development which shall occur via telephone, via e-mail or in person, as negotiated between Client and Coach.

Definition of Coaching: *"Professional Coaching is an ongoing professional relationship that helps people produce extraordinary results in their lives, careers, businesses or organizations. Through the process of coaching, clients deepen their learning, improve their performance, and enhance their quality of life. In each meeting, the client chooses the focus of conversation, while the coach listens and contributes observations and questions. This interaction creates clarity and moves the client into action. Coaching accelerates the client's progress by providing greater focus and awareness of choice. Coaching concentrates on where clients are now and what they are willing to do to get where they want to be in the future. ICF member coaches recognize that results are a matter of the client's intentions, choices and actions, supported by the coach's efforts and application of the coaching process."*

- Source: International Coach Federation (www.coachfederation.org)

The Client understands and agrees to each of the following provisions:

- A) _____ ("Coach") is hereby being employed as a "Coach" for _____ ("Client") for the purpose of advising and counseling me with respect to the proper format for Life Coaching for Personal or Professional Development. He/She may also assist in structuring, identifying and achieving goals as she has experience in such matters and agrees to render such services.
- B) _____ ("Client") understands and agrees that the Coach is not an "employment agent," "business manager," "financial analyst" or "psychotherapist" and that he has not promised, shall not be obligated to, and will not: (1) procure or attempt to procure any employment, business or sales for me, (2) perform any business management functions such as accounting services, advice on tax matters or the investment of funds, and (3) will not act as a therapist, counseling me or providing psychoanalysis, group therapy or behavioral therapy.
- C) _____ ("Client") further understands and agrees that as a specialized form of consulting, coaching is not the same as professional or licensed therapy; and that the client is always free to reject any advice, suggestions or requests made by the coach at any time. The coach is authorized and encouraged to be direct and unconditionally supportive with the client.



- D) _____ ("Client) further understands and agrees that he/she is to inform the coach whenever under the care of any healer or licensed physician, therapist or psychiatrist; and/or any time he/she is taking any prescriptions or drugs.

Duration of Agreement:

The duration of this agreement shall be for **twelve months**.

Scheduled Coaching Sessions:

Client understands and agrees to retain the Coach and meet via Telephone at the following rate as agreed: **\$475.00**

The Client is to make the sessions with the coach a priority and is to arrive to the session promptly. Coach and client will meet weekly beginning at an agreed time and date and meet each week at the same time and day for **three** weeks thereafter less any agreed upon holidays or breaks. Sessions will last approximately 40 minutes.

Re-Scheduled & Missed Coaching Sessions: Client understands and agrees to make coaching sessions a priority, and to arrive on time for scheduled appointments. Client further understands and agrees that if he/she have not rescheduled a call 24 hours in advance, or does not arrive within 15 minutes of a scheduled coaching time, the coach will assume the client has elected not to avail themselves of the opportunity to make the session that week, and will charge the client for the call as part of the monthly retainer. **Any uncompleted or unused sessions will not be carried over from one month to the next.**

All fees are payable in advance a week before the 1st session.

AS A CLIENT, _____ ("Client) UNDERSTANDS AND AGREE THAT HE/SHE IS FULLY RESPONSIBLE FOR HIS/HER WELL BEING DURING THE COACHING SESSIONS, INCLUDING ANY CHOICES MADE AND DECISIONS TAKEN. _____ ("Client) IS AWARE THAT HE/SHE CAN CHOOSE TO DISCONTINUE COACHING AT ANY TIME. _____ ("Client) RECOGNIZES THAT COACHING IS NOT PSYCHOTHERAPY AND THAT PROFESSIONAL REFERRALS WILL BE GIVEN IF NEEDED. _____ ("Client) ALSO ACCEPTS THAT IF THE COACH SUSPECTS THAT HE/SHE OR SOMEONE HE/SHE KNOWS COULD BE IN A HARMFUL SITUATION THAT THE COACH CAN CONTACT THE POLICE AND THE CLIENT CONFIDENTIALITY CLAUSE WILL BE NULL AND VOID.



SPONSOR SIGNATURE:

X_____

CLIENT SIGNATURE:

X_____