

COACHING AGREEMENT

This agreement is made between Lindsey Auman, Coach, and _____, Client.
Both parties agree to the following:

COMMITMENT

- Coaching is an on-going relationship between Coach and Client.
- Coaching is a structure that facilitates the process for personal or professional development.
- Coaching is for individuals who are emotionally and psychologically healthy and who want to make change and move forward in their lives. Coaching is not advice, counselling or therapy.
- By entering this relationship the client acknowledges that s/he wants to make significant progress in her/his life. The client is responsible for willingness to move forward and is the one who is responsible for taking action or applying changes to her/his life. Each Client progress' process will develop at a different rate.

COACHING SESSIONS PROCEDURE

- Coaching sessions are conducted by Skype, unless otherwise arranged upon mutual agreement.
- At the scheduled appointment time, Coach agrees to call Client.
- Coach and Client commit to start and finish each session on time.
- If the Client or Coach is more than 10 minutes late, it is assumed that the session is cancelled.
 - If the Coach was the cause, the session will be rescheduled at no charge to the client
 - If the Client was the cause, they will be responsible for the cost of the session
- Both parties will allow at least 24 hours notice, prior to the agreed time, to re-schedule a session.
- In between each session the Client is free to email the Coach. It is not guaranteed that the Coach will be able to respond between sessions.

CONFIDENTIALITY

- The coaching relationship is built on trust.
- The coach commits to keep all conversations with the client private and confidential.
- All personal ideas, information or feelings expressed during the conversation will remain absolutely confidential.
- Coach coaches according to the ethical guidelines of the International Coach Federation.
- <http://www.coachfederation.org/ethics/>

COACHING FEES

- 4 sessions commitment
 - The client will receive 1 one hour session at times to be determined mutually, unless otherwise agreed between both parts.
 - The cost per session is: _____ and is payable in one lump sum of _____ before the first scheduled session.

- Renewals of the four sessions commitments will be made upon completion of the current commitment and may be subject to an increase in pricing.
- Cancellation
 - The above program may be cancelled in writing from the client.
 - Any prepaid monies for unused sessions less than 24-hours notice from the time of cancellation will be refunded to the Client.

X

Client

X

Lindsey Auman
Coach

