

Coaching Agreement

Please fill in the spaces with the appropriate information

Session Day/Time: Day and Time of sessions will be agreed upon and scheduled for a specific day and time - to be repeated monthly. Any changes must be made via telephone and confirmed by e-mail (lighthousecoach@gmail.com) at least 24 hours in advance.

Session Options: -----45 Minutes \$-----/mo ___-----60 Minutes \$-----/mo
Note: One time "intake" charge of \$ ----- will be assessed at the onset of the coaching program - includes RSP and/or DISC assessments, one-on-one debriefing, and initial goal setting session. Charges are based on three sessions per month/36 sessions per year.

Call Procedures: The Coach will call the client at the prearranged number on the day and time scheduled. The Coach will be responsible for all telephone-related charges. The allotted time will begin when the call is placed. Should the Coach be placed on hold, this time will be counted as part of the allotted time.

Termination: This agreement is for three months and may be extended on a month-to-month basis following the initial three months with the mutual agreement of both parties. Should the person being coached or the Coach determine that insufficient progress or cooperation exists after the initial 90-day period, either party may cancel this Agreement without recourse other than full payment for the period to date. Cancellations must be in writing and may be delivered by e-mail. In the event of fees owed at the time of cancellation, full payment is due and payable.

Confidentiality: The Coach recognizes that certain information of a confidential manner may be relayed during either regular of "Coach-on-Call" sessions. The Coach will not, at any time either directly or indirectly – use this information for the Coach's benefit nor disclose said information to anyone else without specific approval of the person being coached (excludes disclosure of illegal or unethical activities).

Nature of Relationship: The Coach has a background in and expertise in Retirement Success Profiles, Behavioral Analysis, Training and management, Time Management, Values clarification, Goal Setting and Achievement, Organizational Development, Relationship Development, and Advanced Coaching Techniques. The client has been made aware that the **COACHING RELATIONSHIP IS IN NO WAY TO BE CONSIDERED OR CONSTRUED AS PSYCHOLOGICAL COUNSELING OR ANY TYPE OF THERAPY.** *Client has also been made aware that Coaching results cannot be guaranteed. The client agrees that he/she is entering into coaching with the understanding that they are responsible for their own results. Clients also agrees to hold the Coach free of all liability and responsibility for any actions or results for adverse situations created as a direct or indirect result of specific referral or advice given by the Coach.*

Applicant's Information:

_____	_____		
Name	Position/Title		

Company			
_____	_____	_____	_____
Street Address	City	State	Zip Code
_____	_____	_____	
Telephone	Cell	Email Address	

Method of Payment (Check/Money Order/Direct Deposit)			

Signature of Member Applicant			
_____	_____	_____	_____
Application Date	Approval Date	Signature of Coach	Guy Boone