

Coaching Agreement

_____ and Amy Lynne Coaching are entering into a coaching agreement.

This Coaching Agreement is for:

____ 30 Day Intensive

____ Monthly Coaching: 6 Mo. / 12 Mo.

____ Single Session

Payments to be made:

\$ _____ on _____

TERMS OF THE AGREEMENT:

GENERAL:

Coaching and consulting provided by Amy Lynne Coaching is intended for improving business practices resulting in more time efficient practices and greater business growth on behalf of the client. This relationship-based coaching and consulting will include questions, brainstorming, the giving of advice, trainings on use of tools and may include thoughtful challenges to current thought patterns or behaviors. The primary focus of coaching and consulting is creating a path to greater success in the future. The client receiving coaching is responsible for ultimately deciding if they should implement the advice of the coach. The coach cannot guarantee any particular results, nor will they be held responsible for any actions the business professional takes as part of their coaching relationship. Positive results are likely, but cannot be guaranteed.

It is expected that both parties are prepared, professional, present, and focused for all coaching sessions. Whether on the phone, video chat or in person, they will do their best to cut out distractions and set aside this time only for the purposes and goals of the session.

COMMUNICATION BETWEEN SESSIONS:

When questions or challenges arise between sessions, the client is encouraged to call or e-mail between sessions to seek advice. If, however, the challenge cannot be resolved quickly, it will be offered to the client to apply some of their future session hours to fully explore the issue outside of a scheduled session.

CONFIDENTIALITY:

Amy Lynne Coaching will keep a coaching log as part of the sessions. These logs are for reference only and are available to the business professional at any time upon request. These logs may also be available to Amy Lynne Coaching administrative staff for data entry and bookkeeping. Your information will be kept confidential to the best of the ability of Amy Lynne Coaching. Please note neither phone or video conferencing are 100% secure means of communication. Client information will not be knowingly shared with any other party without your consent.

CANCELATION POLICY:

To change an appointment, please contact Amy Lynne Coaching 24 hours in advance. *If 24 hours notice is not given (barring an emergency), you will forfeit the session and any fees associated with the session.* In rare cases of emergencies, please contact me as soon as possible.

We, the undersigned, have read and agree to the terms and conditions in this agreement:

Client: _____

Coach: _____

Signed: _____

Signed: _____

Date: _____

Date: _____