

Life Coaching Contract

Client Name: _____ Phone _____

This agreement, between coach Wenda O'Neill, Certified Professional Coach and the above- named client will begin on _____ and will continue for a period of _____ months. Coaching sessions will occur:

weekly for _____ minutes
 twice a month for _____ minutes
 once a month for _____ minutes
ending on _____ for a total monthly fee of _____.

Each month must be prepaid. Client will receive 10% discount for prepaying 3 months in advance.

Fees & Procedures

Billing Rate:

30 minutes US\$43.00
60 minutes US\$80.00
15 minutes US\$25.00

Coaching sessions are billed at a rate of \$43.00 for a 30 minute session, or \$80.00 for 1 hour. Fees are based on the actual total time on the call, and billed in 15 minute increments. – so for instance, the fee for two 15 minute calls is the same as for one 30 minute call, and any call over 15 minutes automatically (i.e. 20 minutes) is billed out as 30 minutes. Any call, 15 minutes or less is billed at the 15 minute rate.

Cost of Telephone Calls: Unless otherwise agreed upon, the client is responsible for initiating the call to the coach, and the client bears the cost of the telephone call. An audio internet link or an audio and video link with web cam, is also available for client who prefer to call via Skype or a similar service.

Client Cancellation or failure to keep a scheduled appointment: The client remains responsible for coaching session fees for any regularly scheduled calls that the client cancels with less than 24 hours' notice. Cancellation notice should be given by phone or text (not email) whenever possible. Health Wellness and Success, is under no obligation to refund or reschedule a coaching sessions unless advance cancellation notice has been received.

CLIENT CALLS THE COACH AT THE SCHEDULED TIME
CLIENT PAYS THE COACHING FEES IN ADVANCE
CLIENT PAYS FOR LONG-DISTANCE CHARGES, IF ANY.

Payment Method Visa Mastercard Discover
Name on Card _____
Address: _____
City _____ State _____ Zip _____
Card Number _____
Expiration Date ___/___/___ Security Code _____

Ground Rules

1. As a client, I understand and agree that I am fully responsible for my physical, mental and emotional well-being during my coaching calls, including my choices and decisions. I am aware that I can choose to discontinue coaching at any time
2. I understand that "coaching" is a Professional-Client relationship I had with my coach that is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy[plan for achieving those goals
3. I understand that coaching is a comprehensive process that may involve all areas of my life, including work, finances, health, relationships, educational and recreation. I acknowledge that deciding how to handle these issues, incorporate coaching into those areas, and implement my choices is exclusively my responsibility.
4. I understand that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association. I understand that coaching is not a substitute for counselling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment and I will not use it in place of any form of diagnosis, treatment or therapy.
5. I promise that if I am currently in therapy or to otherwise under the care of a mental health professional, that I have consulted with the mental health care provider regarding the advisability of working with a coach and that this person is aware of my decision to proceed with coaching relationship.
6. I understand that certain topics may be anonymously and hypothetically shared with other coaching professionals for training or consultation purposes.
7. I understand that information will be held as confidential unless I state otherwise, in writing, except as required by law.
8. I understand that coaching is not to be used as a substitute for professional advice by legal, medical, financial, business, spiritual or other qualified professionals. I will seek independent professional guidance for legal, medical, financial, business, spiritual and other matters. I understand that all decisions in these areas are exclusively mine and I acknowledge that my decisions and my actions regarding them are my sold responsibility.

The services to be provided by the coach to the client are one on one via telephone or webcam service such as SKYPE; as agreed jointly with the client. Coaching may address specific personal projects, business successes, or general conditions in the client's life or profession. Other coaching services include value clarification, brainstorming, identifying plans of action, and examining modes of operating in life, asking clarifying questions, and making empowering requests or suggestions for action.

Throughout the working relationship, the coach will engage in direct and personal conversations. The client understands that successful coaching requires a co-active collaborative approach between client and coach. In the coaching relationship, the coach plays the role of a facilitator of change, but it is the client's responsibility to enact or bring about the change.

If the client believes the coaching is not working as desired, the client will communicate and take action to return the power to the coaching relationship.

I have read and understand and agree to the above

____/____/____
Date

Client Signature