

INSIGHT COACHING STL LLC

Coaching Agreement

This Agreement is made and confirmed this ____ day of _____, 20__ between

_____ ,
herein referred to as "Client(s)", and _____ ,

herein referred to as "The Coach".

Welcome to Insight Coaching STL LLC. Coaching is an ongoing alliance between a Coach and the person(s) being coached (Client). For coaching to work there needs to be a clear goal that is established by the Client. Coaching helps the Client move from where they start to where they want to go. Coaching embraces moving forward to both results and growth for and by the Client. The Coach will not provide solutions or give the Client directions to follow. The Coach will facilitate the Client to have self discovery in goal areas.

As your Coach, I will only be providing coaching and I will only use the methods that a masterful coach would use as defined by the International Coaching Federation (ICF). Our coaching relationship will follow all the ethical guidelines spelled out by the ICF. All information will be held in strict confidence unless I am ordered by the Court to give that information or if the information given in a session reveals that a Client is preparing to do harm to him or herself or to others. Coaching has limited confidentiality immunity in these areas.

Conditions

- Coaching can be in person, via telephone or by virtual meeting online. We will meet

_____ .

- Coaching sessions will be scheduled for an agreeable time by the Coach and Client every

_____ .

- Most coaching sessions will be one hour long and be scheduled every other week (unless we agree to another schedule).
- The Client and/or Coach must inform the other at least 24 hours before a scheduled session if the session needs to be cancelled or rescheduled.
- If a Client does not notify the Coach of a cancellation and is 15 minutes or more late to a scheduled session, the session will be cancelled, and the Client will be expected to pay for the session that is missed, unless the Coach waives the charge.
- There will be a free Intake Session between the Coach and the Client to establish a coaching relationship and to determine the goal and focus of the Coaching Agreement.
- The Coach will keep records of each session and will provide the client with written feedback of each session.
- The Coaching Agreement between the Coach and the Client can be terminated by mutual agreement by either or both parties.
- The Coach and Client will maintain a professional coaching relationship as defined by the ICF.
- The Coach will refer the Client to another Coach if it is in the best interest of the Client.
- The Client may email the Coach as needed in-between sessions on topics relating to the coaching they are receiving. Professional boundaries must be honored by both the Coach and the Client.

Payment

- Fees for our coaching relationship are established by this Coaching Agreement and are listed at www.insightcoachingSTL.com.
- Fees will not be arbitrarily changed, but may be changed by mutual agreement between the Coach and the Client.
- Insight Coaching STL LLC does not bill a Client. All payments must be made prior to a coaching session or bundle of sessions.
- There are coaching packages available that provide a financial benefit to the Client when sessions are bundled together (3-session bundle, 6-session bundle, etc.).

Payment Agreement

The cost of your coaching will be \$_____ per hour or \$_____ per coaching bundle of _____ sessions.

Agreement to list your name on My Coaching Log as required by the ICF. (NOTE: You may be contacted by the ICF to verify that I have coached you. This log is required by the ICF for me to maintain and upgrade my coaching credentials.)

_____ Client gives permission to Coach to list Client's name on the Coach's My Coaching Log.

Disclosure

Coaching assumes that each person in the coaching relationship (Coach/Client) is guided by his or her values and beliefs. Insight Coaching STL LLC has a Christian perspective and our coaches are committed Christians who seek to live their lives according to that perspective. Insight Coaching STL LLC is honest in making this disclosure but respects the values and beliefs of others. Insight Coaching STL LLC and its coaches are not seeking to impose its values and beliefs on others, and thus will not try to proselytize, condemn or refuse coaching services to others who hold different beliefs, unless those differences hinder the coaching relationship, and limit the effectiveness of the coaching relationship. If that occurs, the Coach will offer to refer the Client to another coach.

Each person(s) whose signature(s) appear below agrees that this agreement represents a mutual understanding of the above, unless the conditions are mutually terminated and/or re-negotiated.

Client Name

Date

Client Name

Date