



Coaching Agreement

The StoryMakers – 4320 230th PL SE, Bothell, WA 98021

The following represents the Contract between The StoryMakers, LLC, and the individual known as the “Client”. The Services contracted shall be that of life coaching, as set out below (The StoryMakers, LLC,). Please read it carefully and raise any questions or concerns that you have with me before agreeing. This agreement will begin upon acceptance by Client and shall remain valid for the duration of the Client-Coach relationship

Services

The services provided by The StoryMakers, LLC are generally conducted via telephone, online or in person. Coaching is a partnership focused on developing the client’s awareness, thinking, and abilities in order to help the client identify and achieve his/her goals. In coaching conversations, I will be direct and honest and encourage the Client to do the same. The success of the coaching engagement depends upon the Client’s commitment and openness to the process. If the Client believes that coaching is not working as desired, the Client agrees to communicate this to the Coach. Please note that coaching should not be used as a substitute for counseling, 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.

Terms of Coaching

I invite you to think of Coaching as a process. Many people create change for themselves in a short time. However, to refine and sustain the change takes several months. Although not binding, I would ask that you expect our Coaching relationship to last for the duration of the program you sign up for. ***However, you have 90 days from the time of signing up to complete all your coaching sessions. After 90 days your coaching program will expire. Sessions for subscription programs must be used in the month and will not roll over.***

This is a co-creation process. I don’t have all the answers. I empower people to find their own answers. I can help you put a target on what you want to accomplish and work with you on strategies to overcome obstacles. I ask that you follow-through on actions and complete assignments between sessions in order to see the growth you are seeking. If no progress is made with completing the take away actions and assignments and we are not seeing development, I may terminate our coaching relationship.

At the end of our coaching engagement, I may ask you for a review or testimonial. I may also use a professional photo of you that you provide or that I find from one of your social media accounts such as LinkedIn or Facebook. You may also provide me a photo of your liking.



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Confidentiality

The StoryMakers, LLC fully protects the privacy and confidentiality of the communications with its Clients. At no time will The StoryMakers, LLC, voluntarily divulge the coaching relationship between themselves and their Clients without written permission from the Clients, unless required to do so by law enforcement. The StoryMakers may however, use examples or scenarios from our sessions as examples in conversations, but will not reference your real name.

My Coaching Commitment

I will honor the time that we are together and hold your confidences. I will not judge you and will respect your perceptions of the world. It is not my job to change you. It is my privilege to bring into awareness, clarity of choices, and if you choose, action to your life. This is my personal commitment to you to be impeccable with my word and keep my commitments to you. I will present an open heart. I will always hold you in positive focus. We will concentrate on what is working in your life and how to create more that will work for you. I believe you have all the answers within.

Fees

Coaching fees are paid in advance – of scheduling your session. Payment for Coaching Sessions are to be made online through PayPal, Venmo or by check. In the event Client fails to pay any amount due 48 hours prior to the scheduled session, it may be cancelled at the Coach's discretion.

PayPal payments are set to automatic payments for packages that are paid in multiple payments. Transactions usually occur every two week. PayPal will charge the credit card you have on file. You are responsible for managing your PayPal account. There are transaction fees for using PayPal.

You may use Venmo for package payments only - Payments for packages must be paid in full since Venmo doesn't have an automatic payment method for more than one payment.

Scheduled Sessions

At the scheduled appointment time, the Client or Coach agrees to call at an agreed upon number or connect on the provided web link. The Coach and client commit to start and finish each session on time. If the client is more than 10 minutes late for a coaching session, the Coach will assume the session is cancelled and the client will forfeit the session fee. I ask that you give 24 hours' notice if you need to cancel or change the time of appointment. I will make every effort as well, to re-schedule sessions which are cancelled in a timely manner.

If a client does not cancel in a timely manner on a regular basis, I will need to end our coaching relationship. Cancellation (less than 24 hours before) and/or no-show appointments are billed to the client for the full amount. Coaching sessions are approximately 1 hour long. Sessions may sometimes go



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over per the request of the client. If the client chooses to have longer sessions, they may either be billed for the extra time or apply future paid sessions to the time.

It is recommended that we meet at a regularly scheduled time to keep a cadence, maintain progress and to keep your preferred time reserved.

Guarantee:

Progress is guaranteed if you complete assigned work and attend all sessions. If you are not satisfied with the progress, do not feel you are moving in the right direction and completed the sessions and assignments, you may receive a 100% money-back refund.

Termination of Services

Either Party may terminate this Agreement immediately with 7 days' notice. If there is a coaching session within the 7 day window you will not be refunded for that coaching session. If The StoryMakers terminate this agreement unused funds will be returned to you.

Limitation of Liability

IN NO EVENT SHALL The StoryMakers, LLC, BE LIABLE TO CLIENT FOR ANY SPECIAL, PUNITIVE, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES OF ANY KIND IN CONNECTION WITH THIS AGREEMENT.

Entire Agreement This Contract constitutes the entire agreement between the Client and the Life Coach and the Life Coach shall not be held responsible and shall remain blameless for any adverse or other consequences, including but not limited to financial, personal, employment or other losses, arising out of decisions or actions the Client may make as a result of the Services provided by the Life Coach.

Acceptance

This agreement will be considered accepted by the Client upon initial payment.