



## **Light-On-Life Coaching Agreement, Terms and Conditions**

**Coaching Services:** Coaching is partnership between the Coach and the Client that inspires the client to improve personal and professional Potential. The coaching relationship is a dynamic connection between two people who are working towards a common goal. Coaching does not involve the diagnosis or treatment of physical or mental disorders and client will not use it in place of any other diagnosis, therapy or treatment for other advice given by any qualified professional. It is clear that coaching may not be appropriate for resolving all type of issues.

As a client, I understand that coaching is for individuals who want to take action and make changes to achieve their goals for life, health, Relationship, well-being and work.

**Responsibility-**Client is completely responsible for creating and applying his or her own physical, mental and emotional well-being, decisions, actions and results. Client agrees that the Coach is not and will not be liable for any actions, or for any direct or indirect result of any services provided by the Coach. Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease. Any choices client makes or injuries that incur from recommendations made during coaching appointments are fully Client's responsibility.

**Confidentiality:** Client agrees to communicate honestly, and is open to feedback. Being cooperative and create the time and energy to participate fully in the program. This coaching relationship, as well as all information documented or verbal that the Client shares with the Coach as part of this coaching relationship, The Coach agrees not to disclose any information related to the Client without the Client's written permission.

**Cancellation and Refund Policy-** All appointments may take place in person or by phone/Skype. via Skype (client calls coach) or by Phone (client calls coach).

If Client need to cancel or change the time of a coaching appointment I understand I need 24 hours' notice in order to not to be charged for the session. Coach reserves the right to bill client for a missed session. All payments should be made before meeting the first sessions. Once the Coaching program has begun, any unused coaching sessions will not be refunded, but may be rescheduled for up to 12 months after the initial payment. All unused sessions expire 12 months after initial payment. Refunds requested in writing prior to the beginning of the Coaching program within 5 business days of the date indicated will be given in full. (less a \$60 administrative fee).

**Termination:** Either the Client or the Coach may terminate this agreement at any time with one week written notice with mutual understanding.



**Non-Disclosure and Intellectual Property:** As a client, I understand that the methodology, coaching strategies used, as well as home assignments, documents or emails are private and personal and I understand and agree that they may not be used for any other purpose. All material relating to the life coaching Program is subject to intellectual property rights. All materials may not be recorded or used for any other purpose. I understand that information is kept as confidential to fulfill my coaching agreement. This agreement reflects a complete understanding of the both sides. This agreement applies to all prior written and oral representations.

I agree to the above coaching agreement.

Client Name \_\_\_\_\_

Client Signature \_\_\_\_\_

Date \_\_\_\_\_

**Coach Name- Anna Atrey, SI Certified Coach, Light-On-Life.**