

Client Coaching Agreement Example 1:

Coaching Agreement

This Coaching Agreement ("Agreement") is entered into between [Coach's Name] ("Coach") and [Client's Name] ("Client") on [Date].

1. Coaching Relationship

1.1 The Coach agrees to serve as a Coach to the Client.

1.2 The Client understands that coaching is a partnership between the Coach and the Client, designed to facilitate the achievement of the Client's personal and/or professional goals.

1.3 The Client acknowledges that the Coach is not a licensed therapist, counsellor, or medical professional, and that coaching does not constitute therapy or medical advice.

2. Responsibilities

2.1 The Coach agrees to provide coaching services to the best of their ability, using their professional skills, knowledge, experience and within the [UCA Code of Professional Conduct and Ethics](#) and [UCA Coach Competency Framework](#)

2.2 The Client agrees to actively participate in the coaching process, be open to feedback, and take responsibility for their own actions and decisions.

2.3 The Client understands that coaching sessions are confidential, except in cases where disclosure is required by law.

3. Session Logistics

3.1 Coaching sessions will be conducted via [Zoom, Skype, Phone, In-person, etc.] at a mutually agreed-upon time.

3.2 Sessions will typically last [60 minutes], unless otherwise agreed upon by both parties.

3.3 The frequency of coaching sessions will be determined collaboratively between the Coach and the Client.

4. Fees and Payment

4.1 The Client agrees to pay the Coach the agreed-upon fee for coaching services.

4.2 Payment is due [before/after] each coaching session [or as otherwise agreed upon].

4.3 The Client understands that missed or rescheduled sessions may be subject to the Coach's cancellation policy.

5. Termination

5.1 Either party may terminate this Agreement at any time, for any reason, by providing written notice to the other party.

5.2 In the event of termination, the Client agrees to pay for any coaching services received prior to the termination date.

6. Confidentiality

6.1 Both parties agree to maintain the confidentiality of all information shared during coaching sessions.

6.2 Confidential information will not be disclosed to any third party without the express consent of the other party, except as required by law.

7. Agreement Modifications

7.1 This Agreement may be modified or amended by mutual agreement of both parties, in writing.

8. Entire Agreement

8.1 This Agreement constitutes the entire understanding between the Coach and the Client, and supersedes all prior agreements or understandings, whether oral or written.

10. Acceptance

By signing below, the Coach and the Client acknowledge that they have read, understood, and agree to the terms and conditions of this Coaching Agreement.

Coach's Signature:

Date: DD/MM/YYYY

Client's Signature:

Date: DD/MM/YYYY

Please complete this document and return via e-mail to name@emailaddress.com – if using this method, the date and time of the e-mail will be accepted as a signed agreement to this mutual coaching agreement.