**Coaching Contract**

This Coaching Contract (“Agreement”) is entered into on this \_\_\_ day of \_\_\_\_\_\_\_\_**, 20**, by and between:

**Coach:**
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Client:**
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Together referred to as the “Parties.”

**1. Purpose**

The purpose of this Agreement is to establish a transparent, structured, and binding framework for the coaching relationship, ensuring mutual trust, clear expectations, and alignment on objectives.

**2. Services**

The Coach agrees to provide professional coaching services, which may include but are not limited to:

* Goal setting and action planning
* Personal and/or professional development guidance
* Accountability support

The Client acknowledges that coaching is not therapy, counseling, consulting, or medical treatment.

**3. Fees and Payment**

* Coaching Fee: $\_\_\_\_\_\_\_\_ per session / package.
* Payment Method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Payment Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Late payments may result in suspension of services until payment is received.

**4. Session Scheduling and Cancellation**

* Sessions will be held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (weekly/bi-weekly/monthly) at agreed times.
* Cancellations require at least \_\_\_ hours’ notice.
* Sessions canceled with insufficient notice may be forfeited and still billed.

**5. Confidentiality**

* All information shared during coaching sessions will remain confidential.
* Exceptions apply if disclosure is required by law, court order, or if there is risk of harm to the Client or others.

**6. Responsibilities**

* **Coach:** Provide support, encouragement, and guidance within the scope of coaching.
* **Client:** Take responsibility for decisions, actions, and results; actively engage in the coaching process.

**7. Term and Termination**

* This Agreement begins on the date stated above and will continue until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* Either party may terminate this Agreement with written notice of \_\_\_ days.
* Unused prepaid sessions may be refunded at the discretion of the Coach.

**8. Liability**

The Client acknowledges that coaching outcomes are not guaranteed. The Coach shall not be held liable for the Client’s decisions, actions, or results outside the scope of this Agreement.

**9. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State/Province of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**10. Entire Agreement**

This document represents the entire Agreement between the Parties and supersedes any prior verbal or written understandings.

**Signatures**

**Coach**
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Client**
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_