



P.O. Box 878, Camas WA 98607 \* 360-834-3300 \* Rick@RickWickizer.com

## Coaching Agreement

### My Commitment to our Coaching Relationship:

- I will exercise a high degree of professionalism, integrity and honesty.
- I am committed to your success, therefore I commit to following your agenda. What you say you want is my absolute focus and the focus of every coaching conversation.
- I will, at all times, maintain the highest ethical standards and diligently respect your confidentiality.
- I promise that you will receive value from our coaching relationship together.

### I am not:

- A personal consultant, personal trainer, therapist, life manager, minister, or an expert in your life. The power of coaching exists in our relationship.

### Your Commitment to our Coaching Relationship:

- I request that you also bring a high degree of professionalism, integrity and honesty to your coaching sessions.
- I request that you allow yourself to be open to new possibilities, fresh ideas and unique ways of finding solutions.
- I request that you be accountable and committed to producing your results.
- I request that you use all of the resources provided, including me as your coach, to the fullest extent to get the most from your coaching.
- I request that you be prepared for each coaching session including the completion of any requested form or homework assignment.

### Getting the Most from Your Coach:

- Come with a clear agenda and lead our sessions. That is, if you know exactly what you want from our coaching appointment you are more likely to get it.
- Please use our relationship as a resource, not as an answer. I will help you to discover your own answers. I do not and will not tell you what to do.
- Communicate authentically by being open, honest and direct at all times. Have the courage to get your needs met. I will respect your needs.
- Make sure you are fully heard. Have the courage to express yourself.
- Be prepared to be challenged. I will hold you accountable to your vision and goals.

### Immediate Action Items:

*Please make sure the following items are accomplished five days before our first session.*

- Fill out the Client Information Form.
- E-mail or Fax the Client Information Form to me as soon as possible.

## Policies and Procedures

- If you cannot make our appointment, please give me at least 24 hours notice to reschedule. If you have an emergency, please call me as soon as possible to rearrange our appointment.
- Missed appointments without at least a 24-hour notification will result a charge for the missed appointment.
- If you show up or call late, your appointment may be shortened accordingly.
- Coaching is offered face to face, by phone, and via e-mail. If by phone, call me at the predetermined phone number.
- The investment for coaching is payable prior to the 1st session and subsequent payments are due the 15th of the month.
- I guarantee that you will receive positive results. If by the end of the 1st 30 days you do not receive full satisfaction, I will refund 100% of your investment. If you discontinue the coaching prior to the end of the first 30 days, I will refund the pro-rated amount.

## Our Agreement

This agreement is between Richard Wickizer, Coach and \_\_\_\_\_.

### Coaching Packages:

[ ] \_\_\_\_\_ 1 hour sessions X \$125 = \$ \_\_\_\_\_

[ ] 1 month coaching\* \$495

[ ] 3 months coaching\* \$ 1,185

\* The standard coaching package includes one 45-minute session per week, plus 4 10-minute "Micro-Coaching" sessions. Additional coaching is available at a rate of \$125/hr.

The aforementioned coaching package outlines the terms of our agreement.

**Coaching Start Date is:** \_\_\_\_\_.

I declare that I am coachable and will honor my commitment to our coaching relationship. I have reviewed the policies and procedures and understand my coaching package. I do not hold my coach personally responsible for any outcome that may transpire as a result of our coaching relationship. I make my choices and decisions of my own free will. I hereby agree to all of the above-mentioned terms of our agreement.

\_\_\_\_\_  
Coach Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date