



Coaching Agreement

This coaching agreement is entered into by and between: Bill J. Reed (Coach), Navigation Strategies, LLC, and _____, address _____, (Client). Services contracted shall be that of career and/or life coaching. This agreement will begin upon acceptance by Client and shall remain valid for the duration of the Client-Coach relationship.

A. Coaching Process. Coaching is a thought-provoking and creative process that inspires the client to maximize personal and professional potential. Coaching addresses issues the Client wishes to consider which may include, but are not limited to, career development, relationship enhancement, lifestyle management, decision making, management of transitions, or the achievement of short-term or long-term goals. Coaching can involve brainstorming, values clarification, written assignments, goal setting, identification of action plans, accountability, behavioral changes, examination of lifestyles, and questioning. The Client agrees that deciding how to manage issues, incorporate coaching principles, and implement choices is exclusively the Client's responsibility. Some, or all, of the coaching may be through electronic contact.

B. Coaching Limitations. Client and Coach agree that Coaching is not therapy, counseling, advice-giving, mental health care, or treatment for substance abuse. The Coach is not functioning as a licensed mental health professional, nor licensed professional counselor. Coaching is not intended as a replacement for counseling, psychiatric interventions, treatment for mental illness, recovery from past abuse, professional medical advice, financial assistance, legal counsel, or other professional services. It is the Client's exclusive responsibility to seek independent professional guidance as needed. Bill J. Reed is a life coach; he holds no responsibility for any harm client may cause to himself or others. The Client agrees that the Coach is not responsible, nor liable for any actions or inaction, or for and direct or indirect result of any services provided by the Coach.

C. Confidentiality. Coaching is a confidential relationship. Navigation Strategies, LLC, agrees to hold all communication confidential and will not voluntarily divulge details of the coaching relationship without written permission from the Client, unless required to do so by law or if the safety of the Client or others is deemed jeopardized.

D. Communication. The Client understands that in to enhance the coaching relationship, the Client agrees to communicate honestly, respond to questioning, be open to feedback and assistance, and to create the time and energy to participate fully in the coaching relationship.

E. Values and Beliefs. Coaching assumes that each person in the relationship is guided by his/her values and beliefs. The Coach's task is not to judge the Client, disrespect the Client's perceptions of the world, not to change the Client. While the Coach is a committed follower of Jesus Christ and seeks to live in accordance with this commitment, he respects the different values and beliefs of others.

F. Fees. After an introductory meeting, Client and Coach agree to meet regularly for four (4) coaching consultations at a total fee of \$400.00, payable by check or credit/debit card. Each session will be 60 to 90 minutes. Efforts will be made to accommodate schedules of Client and Coach. At the conclusion of the four consultations, either the Client or the Coach may terminate this agreement immediately upon notice. Coaching generally is an ongoing relationship that requires more than four meetings, although meetings may be less frequent. The fee for additional consultations will be agreed to in writing by the Client and Coach based on anticipated contact, preferably on a per-month basis.

G. Cancellations. The Client agrees that it is the Client's responsibility to notify the Coach to cancel a scheduled consultation at least four hours in advance of the scheduled consultation. The Coach recognizes that circumstances can thwart intentions and will attempt to reschedule missed consultations.

H. Limited Liability. Except as expressly provided in this Agreement, the Coach makes no guarantees, representations, or warranties of any kind or nature, express or implied with respect to coaching services negotiated, agreed upon and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential, or special damages. Notwithstanding any damages that the Client may incur, the Coach's entire liability under this Agreement, and the Client's exclusive remedy, shall be limited to the amount actually paid by the Client to the Coach under this agreement for all coaching services rendered through and including the termination date.

I. Entire Agreement. This document reflects the entire agreement between the Coach and the Client and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered, or supplemented except in writing signed by both the Client and the Coach.

J. Severability. If any provision of this Agreement shall be held invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

K. Waiver. The failure of either party to enforce a provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this agreement.

L. Applicable Law. This Agreement shall be governed and construed in accordance with the laws of the State of Arkansas, without giving effect to any conflict of laws provisions.

M. Binding Effect. This Agreement shall be binding upon the parties hereto and their respective successors and permissible assigns.

Please sign both copies of this Coaching Agreement, take a picture of it and send it to me. Or, make two copies, keep one copy for your records, and bring one copy to me or mail to:

Bill J. Reed
Navigation Strategies, LLC
1901 Napa Valley Drive
Little Rock, AR 72212

Client Name: _____

Client Address: _____

Client Signature: _____ Date: _____

Bill J. Reed

Coach: _____ Date: _____