

EDEN Coaching:

Client Agreement

1. Client Name: _____

2. Welcome: I am very much looking forward to coaching you to accomplish exactly what it is you want in your personal and professional life. Before we start our sessions, I would like you to be familiar with my business guidelines – what I will offer you, and what I will ask you to agree to.
If you have any questions, please contact me to discuss them.

3. Procedure: Each coaching session will be planned for 45-60 minutes (unless otherwise agreed).
For scheduled phone sessions, please contact me on +61 7 47721006.
Face to face sessions will be discussed and planned on an individual basis with clients.
Email contact can be made to helenkanowski@edencoaching.com.au .

4. Changes: If you need to re-schedule your session, please give me at least 24hrs notice. We will work around your needs in an emergency, or re-schedule your session for another time during that month.
If I find myself in a situation where I need to re-schedule our sessions, I will let you know at least a week in advance.

5. Extra Time: In a number of my packages, an amount of inter-session support will be built in. If this is not the case I welcome contact from you, and only ask that issues that require more in-depth exploration or discussion be brought to our scheduled coaching sessions.

6. Coaching: The coaching I will be providing is not Occupational Therapy, clinical supervision, or Psychological counselling. Coaching results are not 100% guaranteed. As the client, you take responsibility for creating your own results through the coaching process.

7. Problems: Please let me know if I say or do something which does not feel comfortable for you. I value truth and honesty, in myself and in my clients.

8. Confidentiality: Any information, personal or professional, revealed in our coaching sessions, is not discussed or hinted at by me to anyone else. My client list is confidential – people may know if you are working with me, but only if that information comes from you.

9. Before our sessions: To assist you in getting the most value from our session, please take time to read and fill out the 'Coaching Preparation Form' before each of our sessions. You will find this form on my website. You can email the preparation form to me the day before our session, or use it as a way of assisting you to clarify what you would like to focus on in each particular session.

10. Enjoy your session: Although we will be working together, I invite you to enjoy the sessions with me. Coaching is often about serious issues, but the sessions themselves don't have to be intense or an effort. I will respect and take my lead from the tone you set for our sessions.

11. Keep your self well: Coaching can require emotional, intellectual, spiritual, and physical energy. I would like you to take good care of your health on all of these levels whilst you are being coached. How this can happen is entirely up to you. If you like, we can discuss this in one of our early coaching sessions.

Client Signature: _____

Date: _____