

INNERCORE Coaching Agreement

Email: thea@innercoreenergetics.com

To our client: Please review, sign where indicated, and return to me at the above address.

NAME _____ SURNAME _____

ADDRESS _____ PHONE landline _____

CELL _____ REFERRED BY: _____

#1 COACHING SESSION SCHEDULED FOR _____ 2014, AND THERE AFTER

WEEKLY FORTNIGHTLY EVERY _____ (DAY) AT _____ O'CLOCK

FEE BWP _____ PER SESSION (Private)
 BWP _____ PACKAGE 1 (Private)
 BWP _____ PACKAGE2 (Private)

 BWP _____ PER SESSION (Performance)
 BWP _____ PACKAGE 1 (Performance)
 BWP _____ PACKAGE 2 (Performance)
 BWP _____ OTHER

TERMS & CONDITIONS

1. Services

The scope, themes, forms and intentions of Innercore Energetics Corp (**IC**) and its coaching services are visible in the brochures and on its web site and known to the client.

I understand that "coaching" is a Professional-Client relationship I have with my coach that is designed

- to facilitate the creation/development of personal, professional or business goals
- to develop and carry out a strategy/plan for achieving those goals
- to create awareness that initiates a greater freedom to choose, to create and to act

2. Copyright

The client acknowledges the copyright of Innercore Energetics Corp, Gaborone Botswana. Reproductions in any form must have written permission from Thea Khama- Innercore.

3. Quality Guarantee

The satisfaction of its clients is **IC's** highest priority. To provide the best coaching skills and methods is **IC's** ongoing commitment. It is **IC's** philosophy to do whatever it takes in order for the clients to achieve their goals in the most effective way.

4. Coaching Language

IC Consciousness Coaching uses a certain coaching language, which is designed to reinforce the impact of the coaching. This language uses common words but rearranges the grammar in such a way that the wording matches the functioning of consciousness. Therefore the impact of the conversation with an **IC** coach is comparatively significantly higher. You also may be offered a Coach whose native language is not yours. **IC** has assured that this Coach has full capacity to act in the capacity of Coach and to coach you consistent with the level of quality you expect from **IC**.

5. Length of the Coaching Sessions

The average duration of an **IC** coaching session is 45-60 minutes or so. A session might be complete earlier or later. A Consciousness Coach does not look at her/his watch, however after 60 minutes overtime begins. The coach assesses the possible additional length of the current coaching session and informs the client about this. The client now can choose to either continue the session for additional charge or end the session.

6. Responsibility

As a client, I understand and agree that I am fully responsible for my physical, mental and emotional well-being during my coaching calls, including my choices and decisions. I am aware that I can choose to discontinue coaching at any time.

7. Use of Coaching

- I understand that coaching does not involve the diagnosis or treatment of mental disorders as defined by the National Psychiatric Association. I understand that coaching is not a substitute for counseling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment and I will not use it in place of any form of diagnosis, treatment or therapy.
- I understand that coaching is not to be used as a substitute for professional advice by legal, medical, financial, business, spiritual or other qualified professionals. I will seek independent professional guidance for legal, medical, financial, business, spiritual or other matters.
- I understand that all decisions in these areas are exclusively mine and I acknowledge that my decisions and my actions regarding them are my sole responsibility.

5. **Therapy**

I testify that if I am currently in therapy or otherwise under the care of a mental health professional, that I have consulted with the mental health care provider regarding the advisability of working with a coach and that this person is aware of my decision to proceed with the coaching relationship.

6. **Confidentiality**

- I understand that information will be held as confidential unless I state otherwise, in writing, except as required by law.
- **IC** recognizes that the client may have future plans, business affairs, customer lists, financial information, job information, goals, personal information, and other private information.
- **IC** will not at any time, either directly or indirectly, voluntarily use any information for the coach's own benefit, or disclosure, or communicate this information to a third party.
- I understand that certain topics may be anonymously and hypothetically shared with other coaching professionals for training or consultation purposes.

7. **Ethics**

IC acknowledges and commits to the Code of Ethics as outlined by the [International Coach Federation](#). **IC** does not represent any religious ideologies, nor are members of any sect, cult or dogmatic organization.

8. **Liability**

I understand that coaching is a comprehensive process that may involve all areas of my life, including work, finances, health, relationships, education and recreation. I acknowledge that deciding how to handle these issues, incorporate coaching into those areas, and implement my choices is exclusively my responsibility.

I understand that I am fully responsible for myself and my actions within and outside of the coaching relationship. **IC** is released from any liability claims, except if these are based on intentional harmful behavior of the coach.

9. **Billing**

- The billing of the delivered coaching services shall be executed as follows:
- A deposit of 50% for any package shall be paid up front once the contract has been signed and the remaining sessions will be executed at the end of the agreed coaching package.
 - In the event of termination of coaching sessions by the client, the unused sessions of the deposit will be returned to the client minus a 10% booking fee.
 - The billing is done in person, by mail or email, as agreed by both parties.
 - The payment of the bill is expected within 10 days upon receipt.

10. **Additional Costs**

- When coaching is delivered by phone, the client will phone the coach at the pre-arranged time.
- In case of face-2-face coaching sessions: for travel arrangements, flight fares, hotel reservations etc. the client is solely responsible.

11. **Session Cancellations**

Cancellations must be made 24 hours in advance. There will be no refund or credit for cancellations made less than 24 hours prior to a scheduled session.

12. **Salvadorian Clause**

In the case that one or more of these terms become dis-empowered, the other terms shall not be impacted by that. **IC** and the client shall agree upon a substitute term, which comes closest to the discontinued term.

13. **Court of Jurisdiction**

Doesn't apply. **IC** will not employ juristic steps to carry through their rights. This matches the holistic philosophy lived by **IC**.

I have read and agree to the above.

Date

Client Signature

InnerCore