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Coaching Agreement

Dear Client,

Welcome to the Stratara Group Coaching Practice. We are excited to be on this journey with you.

Before we get started, we have some guidelines with which we'd like you to be familiar.

Description of Coaching: Our aim is to provide a thought-provoking and creative process that aspires to maximize potential. It is meant to facilitate the creation, development and enhancement of any personal or professional goals as well as the strategies and accountability to reach them so that you gain increasing insights and habits that allow you to be your best self.

At Stratara, we believe the primary function of the Coach is to help you:

- Examine what you are experiencing and see your life and yourself with greater lucidity, lending our own insights to the process
- Surface the underlying motivations and insecurities that are affecting your choices so that you understand why you're doing what you're doing and can make intentional decisions
- Concretize your goals and challenges and break them down for practical, step-by-step action
- Be accountable to yourself and your intentions

If you have any questions, please let us know. If not, please sign and return the attached agreement letting your Coach know you are ready to get started.

We look forward to working with you!

Stratara Group, LLC

Client Agreement

This Agreement is between _____ (**Client**) and Stratara Group (**Company**) and is effective as of the date the Client signs below. Through a relationship with an individual coach (**Coach**), the Company agrees to provide Coaching Services for the Client as described herein, focusing on topics, outcomes, and goals to be defined by the Client and the Coach.

1. Coach-Client Relationship

- The Coach will maintain the ethics and standards of behavior established by the International Coach Federation (coachfederation.org/ethics).
- The Client acknowledges that coaching is a comprehensive process that may involve different areas of life, including work, finances, health, relationships, education, recreation, and spirituality. The Client agrees that deciding how to handle these issues, incorporating coaching principles into those areas, and implementing choices is the Client's sole responsibility.
- The Client acknowledges that coaching is *not* therapy and does not substitute for therapy, if needed. The Client also understands that coaching does not involve the diagnosis, treatment, or cure of mental disorders or medical condition or disease, and that coaching is not a substitute for counseling, psychotherapy, substance abuse treatment, or other medical, mental, or other



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professional advice. It is the Client's responsibility to seek independent professional guidance, as needed. Stratara Group, LLC can assist with this if needed.

- The Client agrees to communicate honestly, be open to feedback and assistance, and create the time and energy to participate fully in the program.

2. Services. The parties agree to engage in an ongoing Coaching Program through video or phone sessions. The Coach may be available to the Client by email in between scheduled sessions at the discretion of the Coach. The time of coaching meetings will be determined by the Coach and the Client based on mutually agreed upon times. The Coach may also be available for additional time, per the Client's request, to be charged at the same prorated basis rate as outlined in the fees section below.

3. Schedule, Fees, and Cancellation Policy. The fee for coaching is \$250/session. Each session is 55 minutes. If the session goes over 60 minutes, the rate will be billed at a prorated amount based on \$250/hour. The Company will charge the client's credit card on the day of service. If a credit card cannot be used, please discuss with the company to arrange another payment plan. A \$10 administrative fee will be charged prior to the first session and the company will use Square Pay to accept and submit ongoing credit card payments. This is an encrypted system.

- A session canceled more than two business days before the session will not be charged
- A session canceled by the Client within two business days of the session will be charged

4. Termination. The Client or Company may terminate this Agreement at any time upon 48 hours' notice, provided in writing via email or text. Once the Client is ready to complete coaching, the Company requests the Client use the final session as a "completion session" for closure. The parties' rights and obligations described in this Agreement will survive the termination of the relationship. The Client agrees to compensate the Company for all Services rendered through the date of termination.

5. Limited Liability. Except as outlined in this Agreement, neither the Company nor the Coach makes any guarantees with respect to the coaching services and will not be liable to the Client for any indirect, consequential, or special damages. The Client is responsible for his/her/their own physical, mental, and emotional well-being, decisions, choices, actions, and results. Neither the Coach nor the Company is responsible or liable for any actions or inaction, or for any direct or indirect result of any of the Services. All services are provided "as is" without warranty of any kind, either express or implied. The Client shall indemnify and hold harmless the Company and its affiliates, directors, officers, employees, partners, contractors, coaches, or agents, from and against any and all claims, actions, causes of action, demands, or liabilities of whatsoever kind and nature, including judgments, interest, reasonable attorneys' fees, and all other costs, fees, expenses, and charges (collectively, "Claims") to the contrary which are brought by the Client or any third party including but not limited to the Client's employer, team members, partners or other stakeholders. In no event shall the company be liable for any indirect, incidental, special, exemplary, punitive or consequential damages incurred by client or any third party, either in contract, tort or based upon a warranty, even if client or any third party has been advised of the possibility of such damages.

6. Confidentiality, Non-Disclosure. Unless the parties expressly agree otherwise in writing, all proprietary materials and intellectual property used or created by the Company in connection with the Services are considered the Company's confidential information ("Confidential Information") and belong to the Company. The Client agrees to keep confidential, not disclose, and to protect the Confidential Information. Notwithstanding, Confidential Information does not include information that is generally



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known to the public (by no fault of the Client) or was independently developed by the Client such as the Client's own notes.

Additionally, the Coach/Client relationship is one of confidence and trust. The Coach agrees to keep information shared by the Client confidential, except when maintaining such confidentiality would violate the law or the International Coaching Federation ("ICF") Code of Ethics. Notwithstanding, the Coach may share Client information within the Company for training and support purposes, and the Company may share Client name and e-mail address with the ICF for credentialing purposes.

7. Applicable Law and Attorneys' Fees. This Agreement shall be governed and construed in accordance with the laws of CT. In the event of any legal dispute concerning any controversy between the parties or otherwise arising out of or related to the subject matter of this Agreement, prevailing party shall be entitled to recover from the losing party reasonable expenses, attorneys' fees, pre and post-judgment interest, and all other costs, expenses and fees incurred in connection with the enforcement of the terms of this Agreement at all trial and appellate levels including demonstrating the existence of a breach, seeking and obtaining equitable relief, and any other enforcement efforts, from the non-prevailing party.

8. Severability. The parties intend this Agreement be enforced to the fullest extent permissible under the laws and public policies. If any particular provision of this Agreement as adjudicated is invalid, prohibited, or unenforceable for any reason, such provision, shall be ineffective, without invalidating the remaining provisions of this Agreement or affecting the validity or enforceability of this Agreement.

By my signature below, I accept all terms and conditions described herein, and I affirm and agree that no promise or agreement which is not herein expressed has been made to me in executing this Agreement.

Printed Name: _____

Signature: _____

Date: _____