**Coaching Agreement**

**John Rizzardi - Pioneer Square Solutions**

This Agreement between John Rizzardi of Pioneer Square Solutions, LLC (Coach) and

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Client) will begin on \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_ and will continue for

approximately \_\_\_\_\_\_\_ hours per week for an initial term of \_\_\_\_\_\_\_ months.

The fee shall be $ per month, payable in advance each month.

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The coaching sessions are primarily interpersonal, in meetings that will be one to two hours each, and may be supplemented by Skype calls, phone calls and emails. The coaching will concentrate on future options and choices of the Client, and may include the Client’s commitment to change, the examination of the Client’s core values, identifying purpose and vision or other explorations, all designed to create a plan for moving ahead and achieving Client’s goal(s).

All sessions, forms and work are confidential and private, unless any specific exception is approved by Client. Ideally, all documents will be in electronic format, and the Coach and Client may either use PDF forms, or electronically “sign” a form by replying in an email with an affirmation of approval. Upon Client’s request, Coach will password protect any documents.

Upon completion of the initial term, the Client and the Coach will evaluate the relationship to see if it should be extended. If a mutual decision is made to extend the coaching relationship, an additional agreement shall be entered into with separate financial arrangements.

Client will either confirm or, if needed, reschedule with Coach any coaching session at least 24 hours in advance.

**As your Coach, I promise:**

* To keep you on purpose and aligned with your intentions and to support you in realizing those intentions.
* To keep all information discussed or provided during sessions strictly confidential.
* That my communication will be honest and straightforward, including asking questions and making requests.
* To serve as a partner and champion for your success.
* To notify you in advance if an unavoidable scheduling conflict arises so we can reschedule.

**You, as Client, promise the following:**

* You are fully responsible for the choices and decisions in your life.
* To be honest in order that I can support you in those actions you have chosen for yourself.
* To give me full permission to be bold and forthright in all of our interactions. You may decline to answer any question at any time.
* To tell me what works and what doesn’t work in having someone support you.
* To make all appointments and calls on time or to reschedule the day before if an unavoidable calendar conflict arises.

**Client understands:**

*Although the Coach is an attorney licensed in Washington and Oregon, Coach is not providing Client with any legal services or advice. Pioneer Square Solutions is an independent consulting and coaching services company that does not provide legal services..*

Our signatures on this letter demonstrate the intent to fulfill the intentions and requests above and reflect a complete understanding of the services to be provided.

**Pioneer Square Solutions, LLC**

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**By John Rizzardi, Coach**

**Client:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date**: