KPC
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COACHING AGREEMENT

1. PARTIES

THE FOLLOWING PARTIES AGREE TO THE INFORMATION CONTAINED WITHIN THIS DOCUMENT

COACH Name:
Email: Phone:

COACHEE Name:
Email: Phone:

2. PURPOSE OF SERVICES

Coach to provide coaching sessions as agreed to facilitate the professional development and performance of the Coachee towards the achievement of their personal goals, strategy and vision for themselves and/or their organisation and team.

- The Coachee will inform the Coach if this is not possible for any reason
- The content of each session is entirely confidential between Coach and Coachee
- Both the Coach and Coachee will keep all appointments made in a timely manner

3. DESCRIPTION OF SERVICES

Number of sessions:
Frequency of sessions:
Length of each session:

4. ACKNOWLEDGEMENT

It is acknowledged and agreed that:

- The Coachee has a full and complete understanding of what coaching is, what it isn't, and how it works
- The Coach is responsible for providing coaching processes and structure versus advice
- The Coachee is responsible for completing the actions as agreed between each coaching session

COACH	COACHEE
Signature:	**Signature:**
Name:	**Name:**