

'BOOT CAMP' STYLE COACHING FOR TOTAL PERSONAL AND PROFESSIONAL TRANSFORMATION

PROGRAM AGREEMENTS

This agreement is between _____ (“you”) and Stewart Stevens, doing business as “Make Progress Now” (“us/we”), and commences on _____. The following agreements pertain to enrollment in the program:

- 1. Appointments and Attendance.** All appointments will be scheduled in advance. You are responsible for calling your coach promptly and being focused and ready at the scheduled appointment time. Appointment rescheduling must be done at least 24 hours in advance. (It may or may not be possible to reschedule appointment changes with less than 24 hours notice, depending on availability.) “No shows” (missed appointments without calling in advance) will not be rescheduled. Agreed: _____
- 2. Honest & Complete Communication.** Your coach will help you keep focused on your desired results and on making progress, one step at a time. It is critical to the success of your work with your coach that there be complete and honest communication with your coach including openly discussing frustrations, failures, and any challenges you may be having with yourself, your goals, your activities, or with your coach or program so they can be proactively addressed. Agreed: _____
- 3. Confidentiality.** All sessions will be a private conversation, between you and your coach only (unless otherwise arranged in advanced), and are to be held in the strictest confidence. Agreed: _____
- 4. Willingness & Accountability.** You agree to seriously consider taking any and all actions suggested by your coach. You also acknowledge that *you alone* are responsible for the actions you take and the results you achieve. If you commit to take action, it is expected that the action will be taken. If something doesn't work out, you agree to discuss it with your coach and to be accountable (*without* blame, guilt or shame) for your actions, lack of action and results. Agreed: _____
- 5. Your Journey Toward Your Goals.** Some goals are complex and require addressing intermediate goals or seemingly unrelated obstacles before you can make progress. Sometimes during the coaching process, you may realize that you have (or would like to choose) a different goal than the ones you originally selected. And when making progress seems difficult, it sometimes seems easier to change your target than to keep moving forward on your original goal. You agree to not change your goals or plans lightly, and to discuss your thinking with your coach before making such changes. Agreed: _____
- 6. Delivery of Service.** You will be assigned a specific coach to work with you for the term of your program. Should unforeseen circumstances arise, or you are not happy with your coach, you may be assigned another coach to work with you for the remainder of your program. Agreed: _____
- 7. Cancellation/Termination:** You may be “fired” by your coach if you violate these agreements or repeatedly show an unwillingness to follow the suggestions made by your coach (#4). (You will be given a warning if your coach feels that you are not performing satisfactorily before being terminated.) Cancellations must be received in writing at least 10 business days before the next billing cycle to avoid being billed for the next month. There are no refunds for charges already billed. Agreed: _____
- 8. Program Billing:** Unless Paid In Full, monthly billing will be done in advance by automatically charging your credit card when the program is initiated and every 30 days thereafter. When you reach the end of your program, services will continue to be available on a month-to-month basis at the individual session rate (\$150/session) or you can renew your existing program or sign up for a different program. There are no refunds for charges already billed. Agreed: _____

9. **Enrollment.** You must have an initial evaluation or consultation session before you will be accepted into a discounted program. To enroll and begin a coaching program, initial the paragraphs above, and complete the enrollment form below indicating the program, term, and whether you want to pay monthly or in Full (to receive additional discounts). Agreed: _____

PROGRAM ENROLLMENT FORM

Name: _____ Day Phone: _____
 Address: _____ Cell Phone: _____
 City,St,Zip: _____ Other Phone: _____
 Email: _____ Birth date: _____

I have read the description of services and agree to the terms and conditions above. I am enrolling in the following program:

| Program | Length | Charges |
|--|--|---|
| <input type="checkbox"/> Ultimate (8 single / 4 double) <input type="checkbox"/> Regular (4 single / 2 double) <input type="checkbox"/> Lite (2 single / 1 double) | <input type="checkbox"/> 12 months <input type="checkbox"/> 6 months <input type="checkbox"/> 3 months | \$ _____ monthly OR \$ _____ PIF Additional Sessions Rate: \$ _____ |

Signature: _____ Date: _____

Program Start Date: _____

ENROLLED ONLINE

PAYMENT INFORMATION:

Credit Card: MasterCard / Visa / AmEx / Discover / PayPal (Circle One)

Card #: _____ Exp Date: _____

Name on Card: _____ Sec Code: _____

Card Billing Address: _____

City, State & Zip: _____

I authorize 'Make Progress Now' to process the above charges through PayPal on my behalf.

Authorized Signature: _____ Date: _____