

MOWBRAY BY DESIGN

MOWBRAY BY DESIGN COACHING AGREEMENT

Please review, adjust and sign where indicated, and return to Louise Mowbray by email or fax.

First Name:	
Surname:	
Mobile Number:	
ID Number:	
Referred by:	
Date:	

TYPE OF ENGAGEMENT	COACHING CYCLE AGREEMENT
Personal Leadership Brand Coaching	
Career Coaching	
Consciousness Coaching®	

FEES:

TERMS & CONDITIONS

1. Services

- a. The scope, themes, forms and intentions of Louise Mowbray and Mowbray by Design (MbD) and its coaching services are visible on its web site www.mowbraybydesign.com and known to the client.
- b. 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 Louise Mowbray and Mowbray by Design. Reproductions in any form must have written permission from Louise Mowbray.

3. Quality Guarantee

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

4. Coaching language

MbD 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 MbD is comparatively significantly higher.

Mowbray by Design, UK: +44 776 800 2840, SA: +27 76 036 0702 Fax: +27 86 616 3660

E: louise@mowbraybydesign.com, W: www.mowbraybydesign.com

MOWBRAY BY DESIGN

5. Length of the coaching sessions

The average duration of a MbD coaching session is 45 – 60 minutes. A session might be complete earlier or later. 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 wellbeing 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

- a. 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.
- b. 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.
- c. 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.

8. 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.

9. Confidentiality

- a. I understand that information will be held as confidential unless I state otherwise, in writing, except as required by law.
- b. MbD recognises that the client may have future plans, business affairs, customer lists, financial information, job information, goals, personal information, and other private information.
- c. MbD 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.
- d. I understand that certain topics may be anonymously and hypothetically shared with other coaching professionals for training or consultation purposes.

10. Ethics

MbD acknowledges and commits to the Code of Ethics as outlined by the [International Coach Federation](#). MbD does not represent any religious ideologies, or are members of any sect, cult or dogmatic organization.

11. 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.

MOWBRAY BY DESIGN

12. Billing

The billing of the delivered coaching services will be executed prior to the said coaching on a monthly basis. The billing is emailed to the client. The payment of the bill is paid by the client by EFT / electronic bank transfer in advance at the beginning of each calendar month.

13. Additional costs

- a. When coaching is delivered by phone, the client will phone the coach at the pre-arranged time.
- b. In case of client requested face-to-face coaching sessions in cities other than where Louise Mowbray happens to be, the client is solely responsible for airfares, hotel accommodation, car hire and / or taxi fares and sustenance.

14. 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.

15. Salvadorian clause

In the case that one or more of these terms become disempowered, the other terms shall not be impacted. MbD and the client shall agree upon a substitute term, which is closest to the discontinued term.

16. Provision of service:

MbD will provide its services to the best of its ability; due to the nature of the work, we are unable to guarantee the outcome of any of our services. In the event of liability arising out of or in connection with the performance of services under this contract, it is a condition of our performing any service that MbD's total liability (including that of any person engaged in the provision of the services) arising out of or in connection with this agreement, howsoever arising and from whatever cause, is limited to the amounts paid by you to MbD.

I have read and agree to the above.

Date

Client Signature

Louise Mowbray, MbD