



**Daring2b Heart Centred, Living and Leading**

Alison Riches, The Old Milking Parlour, 3c Priory Court, Beech Hill, Reading RG7 2BJ  
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**The Coaching Alliance**

I,.....am committed to creating a coaching alliance with Alison Riches that enables me to clearly identify and reach my goals and to help to achieve my work and life objectives. Alison agrees to hold all content of our sessions completely confidential, though the fact she is my coach will not be considered to be privileged information. She will however seek permission from me before identifying our coaching relationship with third parties.

I agree to work with Alison to shape the coaching relationship to best meet my needs by:

- Sharing what I know about my own motivation
- Sharing what my values are and what is important to me
- Co-designing structures that will support me
- Asking for changes when a strategy does not work for me

I give Alison permission to:

- Challenge me with powerful questions
- Encourage me to take action when I have identified something that is important to me
- Hold me accountable for actions that I commit to
- Provide questions thoughts and ideas for me to ponder on

I note that the following business arrangements are in place.

- A fee of xx + VAT is payable for an individual 1.5hr coaching session.
- If I purchase 3 coaching sessions then the cost per session is xx +VAT per session, with the full fees paid in advance after the first session.
- If I purchase 6 coaching sessions then the cost per session is xx +VAT per session with the fees paid in advance after the first session.
- The full fee is payable after the first coaching session when a decision will be taken by both parties as to which payment plan they want to proceed with.
- The coaching sessions can be by telephone or face to face and these will be arranged by mutual suitability.
- I can have a payment discussion and choose to use a payment plan to help me gain the right financial support for my coaching.

I agree to the following scheduling arrangements:

- If I am late for an appointment, my time will be shortened accordingly
- I will reschedule any appointments 24 hours in advance, if not will be charged for the session.
- I will give 2 weeks notice when I want to stop coaching
- The final meeting at the conclusion of our coaching alliance will be a completion meeting

Name.....Date.....