



Consulting Agreement

Summary of Services

This agreement between John Doe of COMPANY at ADDRESS, New York, NY 10166 (hereinafter “Coach”) and Jane Smith (hereinafter “Client”) whereby Coach agrees to provide entrepreneurship coaching, business strategy advice and accountability.

Scope of Work

This coaching agreement is valid as of February 16, 2018.

The phone calls or video sessions will be an hour in length. They will occur once per week over an eight-week period.

The goal is to create a business plan that would have the potential to make at least \$100,000 per year within one year.

The Coach will act as the Client’s accountability partner, strategist, and motivator.

The Coach and Client will set weekly goals together. The Client agrees to make his/her best effort to complete the work by the deadline. The Client realizes that if he/she does not take any action he/she will not produce the desired results.

The Coach and Client will work together to formulate a minimum of three prospective entrepreneurial avenues for the Client to pursue. The goal is to have these formulated within the first three weeks. If new ideas, a beneficial change in direction occurs, or potential shift in strategic direction arises during the remainder of the engagement, the Coach will alert, advise and direct the Client accordingly and in a timely manner.

Sample Timeline

This timeline is subject to change due the fluid nature of entrepreneurship. The Coach may add or remove any of these elements based on the Client’s desired business, personality, market trends, and other factors. The timeline may also change based on the Client’s hustle, indecisiveness, procrastination, luck, unforeseen challenges, or other factors.

Week 1: Diagnostic Questions to Determine Client’s Passions, Strengths, and Opportunities

Week 2: Brainstorming and Analysis of Various Business Ideas

Week 3: Determination and Validation of Target Markets and Value Propositions

Week 4: Time Management Techniques and Strategy for Creating a Minimum Viable Product

Week 5: Marketing and Monetization Strategy

Week 6: Financial Projections and Business Plan

Week 7: Sales Training and Strategy

Week 8: Strategy for Scaling the Business

Terms of Service

Description of Coaching

Coaching is a partnership (defined as an alliance, not a legal business partnership) between the Coach and the Client in a thought-provoking and creative process that inspires the Client to maximize personal and professional potential. It is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.

Coach-Client Relationship

The Client agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.

The Client understands that in order to enhance the coaching relationship, the Client agrees to communicate honestly, be open to feedback and assistance and to create the time and energy to participate fully in the program.

Confidentiality

The Coach agrees not to disclose any confidential information pertaining to the Client without the Client's written or verbal consent. The Coach will not disclose the Client's name as a reference without the Client's consent.

Confidential Information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; or (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; (f) is disclosed to the Coach and as a result of such disclosure the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client or others; and (g) involves illegal activity.

The Client also acknowledges his or her continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.

Frequency of Meetings

The Client has the option to meet more frequently upon his/her request. The Client has eight sessions and can choose to use them more frequently than once per week, but this will reduce the amount of time the program lasts.

The Client has the option to reschedule a session for a different day in the week. The Client has flexibility in terms of when and how often the sessions occur, subject to Coach agreement, but must use all eight sessions within the eight week period. Exceptions can be made in extreme circumstances.

Limited Liability

Except as expressly provided in this Agreement, the Coach makes no guarantees, representations or warranties of any kind or nature, express or implied with respect to the coaching services negotiated, agreed upon and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential or special damages.

Applicable Law

This Agreement shall be governed and construed in accordance with the laws of the State of New York, without giving effect to any conflicts of laws provisions.

Payment Terms

The investment for the eight-week program is \$X if paid by February 17, 2018. This includes a payment option of three payments of \$Y due February 17, March 17, and April 17 of 2018.

The Client may pay by PayPal or other mutually-agreed-to payment method.

The client may enroll after February 17, 2018 at the full price of the program, subject to availability. Currently that price is \$Z but that is subject to rise at any point in the future and the Client would need to pay the price applicable at that time.

Upon the completion of the of the eight weeks, the Client will have the option to continue the coaching relationship on a month-to-month basis at the reduced price of \$X per month. This will include four one-hour one-on-one meetings per month where the Coach will act as the Client's accountability partner and strategist. The exact structure and scope will be determined following an assessment at the end of the eight-week program. The Client must inform the Coach at least 7 days before the end of the eight-week program that he/she wants to take advantage of this opportunity. If there is any lapse between the eight-week program and the month-to-month coaching relationship, the Client will need to pay the full price.

Additional Expenses

The Client may need to pay additional expenses to grow their business. These may include expenses for marketing, website development, books, advertising, courses, legal fees, etc. The Coach will try to minimize these to the best of his/her ability. The amount of expenses will depend on the business idea, strategy, and financial situation and risk-tolerance of the Client. The Client is not required to spend any additional money as part of the program and any additional money spent will be at the Client's discretion.

CLIENT

Signed: _____

Print Name: _____

Date: _____

COACH

Signed: _____

Print Name: _____

Title: _____

Date: _____