

Single/Team Coaching Agreement

between

(client)

and Heike Löffler-Schrimpf
(coach)

The client/clients are registering for coaching.

Topics/Contents:

- ...
- ...
- ...

The coaching will be on the basis of the first meeting.

Cooperation and mutual trust are essential. The coach will explain the methods to be applied during consultation as to their function, purpose as well as the risks and possible outcomes.

Confidentiality:

Strict confidentiality will be maintained by both parties concerning this agreement and coaching sessions.

Coaching sessions, timeframe, dates and locations:

Generally, a session or meeting in the coaching process will last 1 to 1.5 hours. Generally, a group session will last approximately 2.5 to 3 hours or even one day, according to the requirements of the client(s). The meetings will take place at regular intervals and at the appointed times hitherto agreed upon.

Please give prior notice if you cannot attend an appointment.

Based on the type of coaching required, 3 to 5 sessions will be planned on average. Times and dates as well as locations for the coaching sessions will be agreed to with the clients.

Starting date: -----

Fees:

The fee for each session is 85 - 95 EUR/ hour with Heike Löffler-Schrimpf and 180 - 200 EUR/ hour with two coaches in a team (plus any additional travel time).

The first meeting, as a first assessment and planning round, will be free of charge.

Additional terms of agreement:

Early Termination:

We accept that each one of us can terminate coaching at any time. The agreement can be terminated in accordance with §627 of the BGB.

There will be no oral agreements outside the sessions. Amendments to the agreement will be in writing. Should one of the terms be invalid or become null or void, the remaining terms will still remain valid.

The agreement in terms and scope is as stated and given here.
We declare that we have read and understood the above terms of agreement,

Braunschweig,

(client)

(Heike Löffler-Schrimpf, coach)