

Coaching Agreement

MindShift for LifeShift — Sara Mahmodi

This document sets clear expectations for a professional coaching relationship.

Client Information

Full name:	_____	Email:	_____
Phone/WhatsApp:	_____	City/Country:	_____
Preferred language: <input checked="" type="checkbox"/> Persian (FA) <input type="checkbox"/> English (EN)	Date: ____ / ____ / ____		

1) Scope of Coaching

Coaching is a future-focused, collaborative process designed to support clarity, decision-making, habit change, confidence, and personal or professional growth. Coaching is not psychotherapy, medical care, legal advice, or financial advice. If you require clinical support, you agree to seek appropriate professional help.

2) Goals & Responsibilities

We will define goals and action steps together. You are responsible for your choices, actions, and results. The coach provides structure, questions, tools, and accountability, but does not guarantee specific outcomes.

3) Session Format

Standard sessions are 60 minutes (online). Packages may include additional support between sessions as stated on the pricing page. You may receive a short written summary after each session.

4) Confidentiality

All coaching conversations are confidential. Information is not shared without your consent, except when required by law (e.g., risk of harm).

5) Scheduling, Rescheduling & No-Show Policy

Rescheduling requires at least 24 hours' notice. Late cancellations or no-shows may be charged in full. If you are late, the session may still end at the scheduled time.

6) Payment & Refunds

Payment is required before the session or according to the package terms. Packages are non-transferable. Unused sessions may be refundable within 30 days only if explicitly agreed in writing.

7) Communication Between Sessions

Between-session support (if included) is limited to short check-ins and clarifying questions. The coach may respond within 24–48 business hours.

8) Data & Notes

The coach may take brief notes to support your progress. Notes are kept private. If you submit forms, they may be stored securely for coaching administration.

9) Termination

Either party may end the coaching relationship at any time. Any remaining financial obligations or refund terms will follow Section 6.

10) Consent

By signing, you confirm you understand this agreement and choose to participate in coaching voluntarily.

Contact & Booking

Website: www.saramahmodi.com | Instagram:
https://www.instagram.com/mindshift_for_lifeshift/ | WhatsApp: +358 41 753 9326 |
 LinkedIn: <https://www.linkedin.com/in/saramahmodi/>

Signatures

Client name:	_____	Signature:	_____
Coach name:	Sara Mahmodi	Signature:	_____
Date:	___ / ___ / ____		

Disclaimer: This document is provided for clarity and transparency and does not constitute legal advice. If you need a jurisdiction-specific agreement, consult a qualified lawyer.