



COACHING

Contract

Prepared by
Miguel Alfaro

1825 N. Oxnard Blvd Suite 25
Oxnard CA 93030
Cell (805) 886-3429

E-mail: info@miguelalfaro.com
www.miguelalfaro.com

Prepared for:



BUT FIRST **THANK YOU,**

**FOR GIVING ME THE OPPORTUNITY TO CREATE
EXTRAORDINARY RESULTS IN YOUR LIFE.**

I'm very excited to start working with you as your own personal coach. We will discover what it is you really want and how you can achieve it. It is about accelerating your ability to be more successful in relation to what you want in your life, to establish new commitments and if you choose, I will accompany you until you achieve them.

Miguel Alfaro

Coach

| COACHING

DEFINED

The coaching process utilizes a methodology that will help you achieve specific results in the areas of your life. This type of conversation and listening expands your ability to make important changes, advance in new areas and have more of what you want in your life.



"A PROFESSIONAL RELATIONSHIP THAT HELPS CREATE EXTRAORDINARY RESULTS IN YOUR PERSONAL LIFE OR PROFESSIONAL CAREER."

The difference, coaching therapy and consulting

Coaching is different from therapies that tend to concentrate more on understanding the past. It is different from consulting, which focuses on the relationship between someone with experience in a particular field and someone with less practice in that field.

Coaching consists of a series of conversations in which the coach works with the client to clarify issues that cause concern, define objectives and establish a plan to work on their application.

The coach usually helps in different ways: listening, helping to achieve clarity of thoughts and expression, giving support, formulating powerful questions that guide new perspectives.

RESPONSIBILITIES

WHAT YOU CAN EXPECT FROM ME:

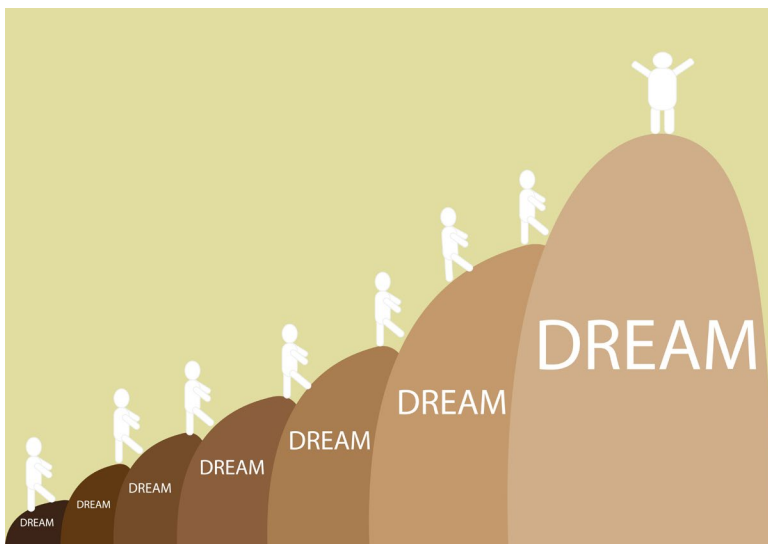
- 1. An open coaching relationship that values honesty and devotion.
- 2. I agree to abide by the normal ethics and standards placed by the International Coaching Federation (ICF).
- 3. To be an acquaintance that helps bring out the best in you, to bring out your true authentic self.
- 4. To provide you with security, support, and an environment where you can reflect, explore and create.
- 5. To respect our confidentiality agreement.
- 6. To expand your vision of what is possible and help you discover new points of view.
- 7. To give you information and honest feedback.
- 8. To listen to you with respect and ask you new thoughtful questions that you have never been asked before.
- 9. To support you and help you make new distinctions.
- 10. Be part of your favorable environment to achieve your goals.

CLIENT EXPECTATIONS:

- 1. Cultivate total honesty with yourself.
- 2. You COMMIT yourself to achieve results that are really important to you.
- 3. You experiment with new ways of doing things and that you practice new behaviors.
- 4. Give me feedback about whether I as your coach or coaching is valuable and satisfies your expectations.
- 5. Be open to listen to my comments and let me know if they seem appropriate.
- 6. Make your progress and your achievements your own.



To achieve your goals you must first have a clear and defined goal in mind.



RELATIONSHIP

Before you start your coaching lessons, know that you have the privilege of creating your own decisions and results. That you are responsible for what you believe and that you can choose at all times. You agree not to hold me liable for any results arising directly or indirectly from the coaching process.

Understand that coaching is a professional relationship that you have with me as your coach, which is designed to facilitate the creation and development of personal goals, and to develop and carry out a strategy and plan to achieve your goals.

.....



WORK ACCELERATION

Several factors will accelerate our work together. As much as possible, come to each session with a clear agenda. If you want, send me the information in advance by email. Commit yourself to big goals and keep all your intention in carrying them out and above all do it!

If it happens that you could not fulfill the plan as you wanted, do not resist it and be prepared to talk about the obstacles that you created or "got your way", and what would be the best way to deal with that barrier so that it does not continue to interfere in your positive dynamic.



WORK PROCESS



FEE

We have agreed a rate of _____ per _____ sessions. This fee will be paid in advance. It is important that we keep our financial agreement transparent and clear. This allows us to forget the subject and concentrate all our attention on what is most important: the results you will achieve.

Payment date:



TIME

We agreed to have _____ sessions each lasting _____ minutes. Give our time the highest priority. We will establish a fixed schedule for each session and we will fulfill our word. I understand and accept that I am responsible for my physical, mental and emotional well-being during calls or presence and during the execution of.

Sesión

Sesión

Sesión

Sesión

Sesión

Sesión

Sesión

Sesión

Sesión



CHANGES

I have reserved my time for you. If a change should arise, please let me know 24 hours in advance and we will make a new appointment. If you do not notify me beforehand, the reserved time not used will be considered lost.

VALUE ADDED

Sometimes you cannot wait until the next session. You may have a short question. You may need a confidential response for a certain situation. As an added value, I offer my regular customers free consultations by phone or e-mail, as long as they do not exceed 10 minutes.



“

Reinventing yourself is the opportunity that life offers you to achieve the goals you set for yourself.

”

Preparation of the session

To ensure that we get the most out of it, come to each session prepared with your list of points you want to address. Take a few minutes before the next session to assess the progress you have made this week and to consider how you want to use this next session. You can use any of the following questions or you can create your own. You can also send your answers by e-mail in advance of our next session.

1. What progress have I made since our last session?
2. What challenges did I have to face? How did I handle them? What do I still need to solve?
3. What new ideas or opportunities have emerged?
4. What do I want to concentrate on in the next session?



Honesty and confidence

Honesty is a fundamental piece. Please, do not be "educated" as a mechanism to protect one of us. I hope you honestly talk to me about everything that goes well in the coaching relationship, and everything that you do not like. If I ever say something that bothers you or that does not make you feel good, please let me know. I promise to do everything in my power to meet your needs. Honesty and trust are essential for our relationship to grow. I want this to be an open and safe place to which you can come with full confidence.

If you are experiencing the benefits of our relationship, please recommend my services to your family and friends that you think may benefit their lives, and let them know that I offer them a free and confidential consultation.



> SIGN HERE CONTRACT

Date:

Client Name:

TPhone Number:

Address:

E-mail:

Date of Birth:

**I HAVE READ THE CONTRACT AGREEMENT
AND AGREE TO ITS REQUIREMENTS.**

Client Signature:

Coach Signature:

