



## Alison Haugan 6-Week Business MaxOver Program Terms of Service

This agreement serves as a binding contract between Alison Haugan ("Coach" or "Company") with the mailing address of 1187 N. Willow Suite, 103, PMB 250, Clovis, CA 93611 and business owner for business and/or personal success coaching services ("Coaching" or "Program") - either via private coaching, a program offered by Alison Haugan or combination of both. By making your online (or manual check) purchase or deposit, you are acknowledging that you have read, agree to and accept all of the terms and conditions contained in this Agreement. We may amend this Agreement from time to time by mutual signature.

### **Program, Payment & Duration:**

Program: 6-Week Business Maxover Program

Duration & Structure: 6 Weeks

WEEK 1: Business Model Makeover strategy session 2 hours with break

WEEK 2: BONUS - 45-Min Personalized JUMP START Plan and Worksheet

WEEKS 3 - 6: One 45-minute call per week to keep you on track - assess progress, work through challenges, celebrate successes, adjust plan as needed.

UNLIMITED Email, text or messenger support: Allow 24-48 hours for average response time.

Location TBD: Phone/skype

Coaching Sessions will be held according to the schedule above and will include unlimited email support. If you have something urgent to share or other emergency, I am available to take short calls between sessions, as I am here to support and celebrate your progress as well as help deal with challenges that may arise. Anything that might require more time or that might vary from this arrangement can be negotiated as applicable.

Payments will be made to "JA Global Inc." via credit card. Payment is due prior to the beginning of the program. By completing your purchase, you authorize your credit card to be charged in the amount as shown on the order page, whether it is one lump sum or in any agreed upon payment plan as payment for your participation in the Coaching program (*if the Company approves your Application and accepts you into the Private Program*).

You understand that you are responsible for full payment of fees for the entire program, regardless of whether you actually attend or complete the Program. To further clarify, no refunds will be issued and all monthly payments must be made on a timely basis.

**Forms/Assessments:** Occasionally, I will provide you with various assessments, checklists, or forms that are designed to get you thinking about your goals, business, or other life issues. If I do so, please complete them, and then make a copy of them and email a copy to me. Put your originals in a file folder or binder marked "Coaching."

**Articles:** From time to time I may refer you to or send you client articles. Please make sure to read them so you'll know how best to use me and make the most of this experience.

**Process Management:** Find or purchase an attractive binder or journal in which to record

key notes or insights you obtain during our sessions, as well as during the times between our sessions. Often times new insights, shifts or awareness will kick in between our calls and it's important to jot them down for future reference and review.

**Call/Meeting Procedure:** At the appointed time and agreed upon hour, you will call me at the number provided. As professionals, we both understand the value of our time and the consequences of missed appointments. I also understand sometimes things come up that are unavoidable. With that in mind, I request a 24-hour notice for calls that need to be rescheduled. If any calls are missed that did not have that 24-hour notice, there will be no discount in the coaching fees for the loss of that appointment. I will make every effort to reschedule calls as needed, but no more than twice in a monthly period out of respect for both of us and my other clients.

**Schedule:** The schedule is as stated in Program Duration and Structure section.

**Copyright and Confidentiality:** All program materials are copyrighted and protected by law. By signing the terms of agreement you agree that you will not distribute or share in any way any and all materials provided to you.

You understand that:

- The coaching relationship is not psychological counseling or any kind of therapy. Coaching does not treat illness or pathology. If the Client feels the need for personal counseling or therapy, it is the responsibility of the Client to see a licensed professional.
- You have read and understand my background and qualifications for this coaching relationship.
- You are responsible for your own decisions and results. While I can offer guidance, wisdom, support and experience to assist you in the achievement of the goals you have, you are solely responsible for the choices that you ultimately make.
- By signing below, you acknowledge that as with any business endeavor, there is an inherent risk of loss of capital and there is no guarantee that you will earn any money as a result of your participation in the Program.
- The Coach is not qualified to provide legal, tax, accounting or financial advice, and the information provided to you by the Coach is not intended as such. You should refer all legal, tax, accounting, and financially related inquiries to appropriately qualified professionals. If I offer any referrals to other service professionals in my network who may be able to assist you with more specific needs (i.e. legal, financial), they are only suggestions and options, and I advise that you always do your own due diligence to make sure they are a good fit for your needs. As such, you agree to hold me, the Coach, free from any and all liability for any actions or results for adverse situations created as a direct or indirect result of a referral or other advice given by the Coach.

**Venue:** The venue for all legal matters related to this agreement is in Fresno County, California.

I have read, understand and agree to the Terms of this Agreement: