

Coaching Service Policy

1. **No Refunds**

All payments made for coaching services are final and non-refundable. By purchasing a coaching package or session, you agree to this no-refund policy. This ensures commitment and respect for both your time and the coach's.

2. **Non-Reclaimable Time**

Coaching sessions are structured to provide the most value within the allocated time. If a session ends early or time remains unused, the unused portion cannot be carried forward, reclaimed, or refunded. Clients are encouraged to make the most of their scheduled time.

3. **Rescheduling & Missed Sessions**

- Sessions can be rescheduled with at least [insert timeframe, e.g., 24/48 hours] notice, subject to availability.
- If a session is missed without prior notice, it will be considered completed and non-reclaimable.

4. **Late Arrival Policy**

- If you arrive late to a scheduled session, the session will still end at the originally scheduled time to respect the coach's commitments to other clients.
- Time lost due to late arrival cannot be reclaimed or extended.

5. **Extended Time Policy**

- **Requesting Extended Time:** If additional time is needed, requests must be made in advance and are subject to the coach's availability. Extended time may incur additional charges, which will be communicated and agreed upon before confirmation.
- **Unplanned Extensions:** If a session exceeds the scheduled time without prior agreement, the additional time will be billed at the coach's hourly rate (or prorated). Extensions are at the discretion of the coach and subject to their schedule.
- **Package Sessions:** For clients on coaching packages, extended time will count toward the total remaining session time unless otherwise agreed. Additional time beyond the package agreement may require the purchase of an add-on session.

6. **Privacy Clause**

- Coaching sessions are private and intended solely for the individual who scheduled the session.
- Inviting third parties to a session is not permitted unless explicitly agreed upon by the coach in advance. Unauthorized participation by additional individuals will result in the immediate termination of the session without refund.
- To ensure the best experience, clients must participate in sessions from a **quiet and private setting**, free from interruptions or distractions.

7. **Commitment to Excellence**

Our goal is to deliver exceptional coaching services that meet your needs. This policy ensures mutual accountability and a strong foundation for success in our collaboration.

8. **Acknowledgment**

By scheduling and paying for a coaching session, you acknowledge and accept these terms.
