

1:1 Coaching Agreement

Congratulations on investing in yourself! Inner Oak Coaching, LLC is excited to be a part of this journey with you.

Please read the following agreement carefully so that you know exactly what to expect. If you agree to the terms below, sign at the bottom.

Once you've signed, you'll receive a welcome email from mirandalmurdock@gmail.com, typically within 48 hours. This email includes your scheduling information and onboarding information.

2) WHAT YOUR PROGRAM INCLUDES

You'll work privately with Miranda on a week-to-week, retainer basis. The coaching period will start when you sign this contract unless you have a later start date with a specific package.

Your coaching period will consist of three primary components:

A. 1-1 calls with Miranda. Each week, you will schedule 1, 60-minute calls with Miranda. These calls are an opportunity to establish action steps for the coming weeks. You'll be expected to bring at least one specific challenge or desire to each call. This creates ownership on your part and gives each session a clear focus. Miranda will also prepare for sessions by reviewing your goals and progress.

It is important that you prioritize your coaching in order to receive its full benefit. Appointments cannot be cancelled once purchased, only rescheduled. Should you need to reschedule a coaching session, you may do so up to 24 hours in advance of your session. I will make every effort to reschedule in a timely manner. If you are late for your appointment, unfortunately, we both lose that time. Sometimes emergencies arise and cannot be helped. These situations will be analyzed on a case-by-case basis for rescheduling. A reschedule (less than 24 hours before) and/or no-show appointments are not refunded. All sales are final as I put much time and effort into preparing prior to our sessions.

In the event that you forget to schedule a session, you cancel a session, or you end a session early, that unused time does not roll over to the following week. You are solely

responsible for using up to 60 minutes of coaching time before the last day of each week. Note that your results will be less dependent on how much time we spend together and more dependent on the actions you take between sessions.

B. Email access to Miranda. For additional support between sessions, you can email Miranda specific questions.

Miranda typically responds to emails within 48 hours, Monday-Friday Central Time.

C. Access to Miranda's app courses and optional Inner Oak Community. You'll receive access to the Inner Oak Coaching App based on the program that you purchased. Including effective resources, goal tracking, growth work, and pep talk videos to gain momentum. Depending on the program you will also have optional access to a community of people on a similar journey as you. Ask questions, share your progress and help others along the way. This is a valuable opportunity to build relationships with people who are growth-minded.

3) WHAT HAPPENS IN THE EVENT OF A “PAUSE”

A “pause” ***only applies to the Inner Oak 6-Week Challenge package*** and is defined as a one week period of time during which the coach or client is unavailable and would like to temporarily put the coaching engagement on hold. It also allows you to keep your spot on Miranda’s roster. There are only two ways that the coaching engagement can be paused:

A. By Miranda: In the event that Miranda is unavailable to coach for a full week due to illness, family emergency or vacation, you will be notified over email and your program will be extended for the equivalent duration as your sole remedy. Note that the office closes every year from December 24th to January 1st and typically for one week in July. We will send you a written notification at least two weeks before each scheduled vacation.

B. By you: You may pause your coaching engagement due to illness, family emergency, or vacation for a period of one week. To schedule a pause in coaching, you must first notify mirandalmurdock@gmail.com, in writing, at least two weeks before the desired pause starts, except in the case of emergency. You will not receive any email support or coaching calls during your pause, but you will still have access to Miranda’s resources and app.

4) YOUR PAYMENT DETAILS

You agreed to pay in full in USD, prior to any session or package.

Thank you for investing in yourself and trusting me to guide you.

If your payment fails for any reason, you will have 10 days to update your card information or ask us to re-run the payment.

After 10 days without a successful payment, we will cease all services and this contract will be placed “on hold” until you have paid the total amount owed. If you wish to continue working together after Past Due payment is received, a new and updated contract will be signed subject to program availability.

5) ON RESULTS, REFUNDS, AND RELATIONSHIPS

This coaching relationship is a place to openly bring your challenges, ideas, and goals. Miranda’s focus is to help you make more progress towards these goals than you would make on your own. Her role is that of a coach, consultant, and thought partner. Miranda agrees to readily offer her guidance to ensure that you are focused on the right things.

You agree to give 100% to this coaching relationship, knowing that you are ultimately responsible for your results. Your return on investment from this unique program will be determined by your level of effort. Because of this, no refunds will be given at any point.

Relationships are built on communication. If you ever feel that you are not getting what you signed up for, please communicate that directly to Miranda so that she can make reasonable adjustments. Miranda may also provide you feedback during the program in an effort to help you maximize your investment.

Of course, Miranda does not provide professional therapy or legal advice.

6) INTELLECTUAL PROPERTY RIGHTS AND ATTRIBUTION

All program materials and resources, including the pre-recorded videos, private coaching calls, any group coaching call presentations, and other communications, will remain the sole property of Inner Oak Coaching, LLC, subject to your rights to a non-assignable single user license to use for your personal progress upon payment in full of the program fee.

You shall not reproduce any of the materials without Miranda's prior written consent given in his sole discretion. In all cases you shall attribute the material to Inner Oak Coaching. By signing this agreement you agree to receive weekly emails for growth and communication.

7) WHAT HAPPENS IN THE CASE OF A DEFAULT OR DISPUTE

We agree that, with respect to money damages for uncured breach of this Agreement by Inner Oak Coaching, LLC damages are difficult to ascertain with certainty. Therefore, the parties hereto agree that the maximum recovery, if Inner Oak Coaching, LLC is found to be in default in the performance of the terms of this Agreement, whether in contract, tort or otherwise, shall not exceed 100% of the total compensation paid for the program. Under no circumstances shall Inner Oak Coaching, LLC be liable for consequential or special damages. Violations of intellectual property rights under this Agreement may be remedied by equitable relief such as an injunction.

In the event of any dispute arising hereunder among the parties, and if the same is not settled within thirty (30) days, then either party may demand that the dispute be submitted first to confidential mediation in accordance with the Rules of the American Arbitration Association, or an ADR provider mutually agreed upon by the parties ("AAA") for commercial disputes then in effect, with the mediator selected by AAA. If said mediation fails to resolve the dispute within thirty (30) days after said election, then the dispute shall be submitted for a confidential binding decision to an arbitrator selected by AAA. The parties to the dispute shall proceed with expedited arbitration in accordance with the Rules of the AAA for commercial disputes then in effect, and the decision may be enforced by a court proceeding. The parties shall each bear equally the cost of the mediator or arbitrator conducting the proceedings which shall be held in the headquarters city of Inner Oak Coaching, LLC. Nothing herein shall be construed as eliminating the right of a party to bring an action for injunctive relief.

8) MISCELLANEOUS

If any provision of this Agreement or any portion thereof shall be held to be invalid or unenforceable, the remaining provisions shall continue to be valid and enforceable. This Agreement contains the entire agreement of the parties and supersedes any prior written or oral agreements between the parties. This Agreement can only be modified by an instrument signed by both parties. The captions herein are for convenience only. This Agreement shall not be interpreted against the drafter. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation

of that party's right to subsequently enforce and compel compliance with every provision of this Agreement. Electronic signatures shall be considered originals. This Agreement shall be governed by the laws of state of Inner Oak Coaching, LLC headquarters.

These provisions shall survive termination of this Agreement.

9) CONCLUSION

Working with you is a privilege. There are many life coaches out there to hire and many ways to invest your time. Miranda is honored that you chose her.

If you agree to all of the above, please sign and date below:

CLIENT

Signature:

Name:

Date:
