

Dear Client,

Thank you so much for your commitment to our Coaching Partnership! I look forward to collaborating and finding new "steps" to take as a team.

As you complete the forms in this packet, please keep two things in mind:

- 1) This helps me become more familiar with you and your goals, and your current situation and circumstances.
- 2) The forms provide a common base of agreements for our partnership, to ensure quality and confidentiality for us, as coach & client.

Please take the time to read over and complete the forms, emailing them back to me. Our **first** session will include an oral review of the documents and coaching agreement terms, as well as questions you may have about the coaching process.

Feel free to reach out to me at <u>forwardstepsinlife@gmail.com</u> if you need assistance or have questions/items that need further explanation.

Yours in Coaching Partnership, Joan Munro, Personal Life Coach