

Client Coaching Agreement and Program Selection

Individual and Couples Coaching

Coach	Jacob Reeve
Organization	The Wholeness Method™
Effective date	Date of the final required signature

This agreement establishes the terms that apply to coaching services provided by Jacob Reeve and The Wholeness Method™. The selected program, fee, payment schedule, and coaching cadence are identified below. Only the option selected by the client and accepted by Jacob becomes part of this agreement.

Client Information

Client One	Client Two If Applicable
Full name _____	Full name _____
Email _____	Email _____
Phone _____	Phone _____
Program Start Date _____	Expected Completion Date _____

Type of Coaching

☐ Individual coaching ☐ Couples coaching ☐ Other

Program Selection

Select one program. Complete every blank that applies to the selected option.

	Program	Program fee	Term and session schedule
☐	Single coaching session	\$ _____	One scheduled session

☐	Four session package	\$ _____	Complete by _____
☐	Twelve session program	\$2,600	Select the 3, 4, or 5 month plan below
☐	Nine month program	\$ _____	Schedule: _____
☐	Ongoing coaching	\$175 per session	Scheduled and billed individually

Twelve Session Payment and Cadence Options

Complete this section only when the twelve-session program is selected.

	Plan	Payment schedule	Expected coaching cadence
☐	Three months	\$866.67, \$866.67, \$866.66	Approximately weekly
☐	Four months	Four payments of \$650	4 sessions, then 3, 3, and 2
☐	Five months	Five payments of \$520	4 sessions, then 2 each remaining month

First Payment Date _____	Monthly Due Date _____
Payment Method _____	Name Responsible for Payment _____

Additional Program Terms

Use this area for a custom session schedule, payment arrangement, included materials, or other terms that differ from the standard options above.

Purpose and Scope of Coaching

Coaching is a collaborative process intended to help clients understand patterns, clarify goals, practice healthier responses, and make practical changes. Depending on the selected service, coaching may address personal wholeness, emotional regulation, relationships, marriage, conflict, friendship, intimacy, spiritual life, or other agreed goals. The process may integrate relationship education, emotional health principles, practical coaching tools, biblical wisdom, and optional spiritual practices when they fit the client's preferences.

The selected program may include scheduled sessions, session preparation, personalized exercises, homework, accountability, and digital materials specifically assigned or made available during the program. Digital resources support the coaching process but do not add sessions or extend a package unless agreed in writing.

Communication Between Sessions

Reasonable communication between sessions is available for scheduling, brief clarification, encouragement, and limited coaching support. The program does not include unlimited telephone, text, or email coaching. Messages may not receive an immediate response and should not be used for emergencies or urgent mental health needs.

Scheduling and Cancellations

Sessions are scheduled by mutual agreement. Please provide at least 24 hours' notice to reschedule whenever possible. A session canceled with less than 24 hours' notice or missed without notice will count as a completed session, except when Jacob agrees that an emergency or unusual circumstance justifies rescheduling. A late arrival does not extend the scheduled ending time. If Jacob cancels, the session will be rescheduled without charge or loss of a package session.

Payment Commitment

The client agrees to pay the complete fee for the selected program. A payment plan divides the total program fee into installments; it does not convert a package into payment for individual sessions. Client withdrawal, missed sessions, separation, reconciliation, relocation, or a decision by one participant not to continue does not cancel the agreed financial commitment. Amounts already paid are generally non-refundable, and remaining installments remain due, except where applicable law requires otherwise or Jacob agrees in writing. Sessions may be paused while an account is past due.

Continuation After the Selected Program

After the client completes the selected commitment period, additional sessions may be requested and scheduled subject to availability. Unless a new package or written agreement is selected, additional sessions will be billed individually at the current rate of \$175 per session. Either party may discontinue ongoing coaching at any time. Jacob may change the ongoing-session rate by notifying the client before a different rate applies. Additional sessions do not extend the original package or create a new fixed-term commitment.

Client Responsibilities

Each client agrees to participate honestly and respectfully, take responsibility for personal choices and behavior, practice agreed exercises, and speak up when a recommendation feels unsafe or inappropriate. Meaningful growth is possible, but no particular result can be guaranteed. Outcomes depend on each client's participation, health, circumstances, decisions, and follow-through.

Couples Coaching and Individual Conversations

This section applies only when two clients participate in couples coaching. The relationship is the primary focus of the joint work. Jacob may occasionally speak with one participant individually when it supports the joint work. Information shared individually is not automatically confidential from the other participant when it is materially relevant to couples coaching. Jacob will normally encourage and assist the client to disclose that information directly. Jacob may pause or end joint coaching if a significant secret, conflict of interest, or safety concern prevents responsible work with the couple.

Privacy and Confidentiality

Jacob will treat information shared during coaching as private and use reasonable care to protect it. Coaching communications may not have the same legal privilege as communications with a licensed psychotherapist or attorney. Information may be disclosed with written authorization, when reasonably necessary to operate or collect payment for the service, when required by law or court order, or when permitted by law to address a serious safety concern or suspected abuse. Electronic communication and video platforms carry ordinary privacy and security risks.

Coaching Is Not Therapy or Medical Care

The Wholeness Method™ provides coaching, mentoring, education, and optional spiritual guidance. Jacob is not acting as a licensed psychotherapist, psychologist, physician, attorney, or financial advisor under this agreement. Participation does not establish a therapist-client, physician-patient, attorney-client, or other licensed professional relationship. Coaching does not diagnose or treat mental illness or medical conditions and is not a substitute for psychotherapy, psychiatric care, medical care, legal advice, or financial advice.

Physical health, hormones, medication, trauma, substance use, and mental health conditions can affect emotions and relationships. Clients agree to seek appropriate evaluation and treatment from qualified professionals when needed and to tell Jacob about circumstances that may make coaching inappropriate or unsafe.

Emergencies and Safety

Coaching is not an emergency or crisis service. If a client may harm himself, herself, or another person, or is experiencing an urgent medical or mental health crisis, the client should call 911, call or text 988 in the United States, or go to the nearest emergency department. When domestic violence, coercive control, active addiction, or another serious safety issue is present, couples coaching may need to pause while appropriate specialized help is obtained.

Recording During Ordinary Coaching

No client, participant, or coach may audio-record, video-record, photograph, transcribe, or use an artificial intelligence meeting assistant during a confidential session unless every person participating has knowingly consented before recording begins. Consent to the optional media release below does not permit undisclosed recording and does not authorize recording people who have not consented.

Program Materials

Worksheets, assessments, videos, course materials, and other resources provided through The Wholeness Method™ remain the intellectual property of their respective owner. Clients may use assigned materials for personal or relational growth but may not reproduce, publish, teach, resell, distribute, or give account access to others without written permission.

Withdrawal Termination and Refunds

A client may stop participating at any time, but withdrawal does not automatically cancel the selected program's financial commitment. Jacob may pause or end coaching for nonpayment, abusive conduct, repeated nonparticipation, an unmanaged conflict of interest, safety concerns, or when the client's needs fall outside the responsible scope of coaching. If Jacob ends a package because coaching is not appropriate and the client has not materially breached this agreement, fees for unused sessions will be refunded or the unpaid balance will be reduced on a proportional basis. This section does not limit rights that cannot lawfully be waived.

Voluntary Participation and Limitation of Liability

Participation is voluntary. Each client remains responsible for personal decisions, actions, health care, safety, finances, and use of coaching information. To the fullest extent permitted by law, Jacob Reeve and The Wholeness Method™ will not be liable for indirect, incidental, special, or consequential damages arising from participation. Nothing in this agreement limits liability that cannot lawfully be limited.

Disagreements Governing Law and Entire Agreement

If a disagreement arises, the parties agree first to make a good-faith effort to resolve it through direct conversation or written discussion. This agreement is governed by California law except where another law must apply and cannot be waived. This document, the selected program terms, and any signed attachment contain the complete agreement concerning the coaching service. A change is effective only when written and accepted by Jacob and the affected client. If one provision is unenforceable, the remaining provisions continue to apply to the fullest extent permitted by law.

Electronic Signatures and Copies

The parties consent to electronic records and signatures. An electronic signature, scanned signature, or signed counterpart has the same intended effect as an original handwritten signature. Copies and counterparts together form one agreement. Each signer should keep a copy of the completed agreement.

Acknowledgment

By signing, each signer confirms that the signer has read and understands this agreement, has had an opportunity to ask questions, understands the difference between coaching and licensed professional care, and voluntarily accepts the selected program and payment commitment.

Agreement Signatures

CLIENT ONE

Printed name

Signature

Date

Email used for electronic signature

CLIENT TWO IF APPLICABLE

Printed name

Signature

Date

Email used for electronic signature

COACH

Jacob Reeve

Signature

The Wholeness Method™

Date

Optional Client Story and Media Release

This optional release is separate from the coaching agreement. Declining it will not reduce the quality of coaching or change the client's access to the selected program, except that the media discount will not apply.

Media Choice

Select one option. If two clients appear or speak in the recording, both must independently select and sign the same option.

- ☐ I do not consent to promotional recording or use of my name, voice, image, likeness, story, or coaching footage.
- ☐ I consent to the limited promotional recording and use described below in exchange for the stated media participation discount.

What May Be Recorded

The client authorizes Jacob Reeve and The Wholeness Method™ to record a separate client-story interview, a testimonial conversation, and/or specific portions of a coaching session that are identified in advance. Every person present must consent before recording begins. This release does not authorize concealed recording or unrestricted recording of complete coaching sessions.

Approval Before Public Use

The Wholeness Method™ will provide the client with the proposed edited clip or excerpt before its first public use. Only footage, quotations, and identifying details that the client approves in writing may be published. The client's statements must reflect the client's honest experience, and the client is not required to make a positive statement or claim a particular result.

Permitted Uses

After written approval, The Wholeness Method™ may edit, reproduce, publish, display, and distribute the approved material on its websites, social-media accounts, emails, presentations, courses, printed materials, and paid or unpaid advertisements. The organization may crop or shorten approved footage for length and format but may not materially change the meaning of the client's statements.

Identity Options

Select every form of identification the client approves:

- ☐ Full name ☐ First name only ☐ Face and natural voice ☐ Anonymous or pseudonymous
- ☐ Face blurred ☐ Voice modified ☐ Written quotation only ☐ Other
-

Media Participation Discount

The media participation discount is 15 percent of the selected program fee. The discount becomes available only after the agreed recording is completed and the client gives written approval for at least one usable clip or excerpt. The exact discount and adjusted fee must be written below before publication.

Original program fee	15 percent discount	Adjusted program fee
\$ _____	\$ _____	\$ _____

If the approved material is used as a testimonial or endorsement, The Wholeness Method™ may disclose that the client received a discount in exchange for participating. After approved material has first been published, the discount remains earned even if the client later revokes permission for future use.

Revocation and Existing Publications

The client may withdraw before recording or before approving a proposed clip, in which case the media discount will not apply. After approval, the client may revoke permission for future new uses by written notice. The Wholeness Method™ will stop creating new publications with the material and will make reasonable efforts to remove material it directly controls within 30 days. Revocation cannot guarantee removal of printed materials, previously distributed emails, archived copies, third-party shares, or other uses that cannot reasonably be recalled.

Media Release Signatures

Signing below confirms the media choice selected above. A signature is required only from each person who consents to appear or be heard.

CLIENT ONE

Printed name

Signature

Date

CLIENT TWO IF APPLICABLE

Printed name

Signature

Date
