

# Client Retainer Agreement

Date: [Insert Date]

**Client Name:** [Client Name]

**Client Address:** [Client Address]

**Phone Number:** [Client Phone Number]

**Email:** [Client Email]

## Coaching Services

This Client Retainer Agreement ("Agreement") is made and entered into between [Your Name/Your Business Name], hereafter referred to as "Coach", and [Client Name], hereafter referred to as "Client".

### 1. Scope of Services

The Coach agrees to provide coaching services as detailed below:

- [Description of Services]
- [Frequency of Sessions]
- [Duration of Each Session]

### 2. Retainer Fee

The Client agrees to pay a retainer fee of \$[Amount] per [Month/Quarter]. Payment is due on the [Payment Due Date].

### 3. Term

This Agreement will commence on [Start Date] and will continue until [End Date] unless terminated by either party with [Notice Period].

### 4. Confidentiality

Both parties agree to maintain confidentiality regarding any information shared during coaching sessions.

### 5. Termination

Either party may terminate this Agreement with written notice of [Notice Period] if the terms are not being met.

## 6. Acceptance

By signing below, both parties agree to the terms outlined in this Client Retainer Agreement.

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[Your Name/Your Business Name]  
Coach

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[Client Name]  
Client