

Coaching Agreement Finalization

Dear [Client's Name],

I hope this message finds you well. I am writing to confirm the finalization of our coaching agreement and to outline the key details of our collaboration.

Coaching Agreement Details

- **Coaching Duration:** [Start Date] to [End Date]
- **Session Frequency:** [Weekly/Bi-weekly/Monthly] sessions
- **Session Duration:** [Duration of each session]
- **Total Investment:** [Total cost]

Please review the attached agreement document for additional terms and conditions. If you have any questions or require further clarification, feel free to reach out.

Once you are ready, please sign and return the attached agreement by [Return Date]. I look forward to working together to achieve your goals!

Best regards,

[Your Name]

[Your Contact Information]

[Your Coaching Business Name]