

Relationship Coaching Disclosure Agreement

This Disclosure Agreement is entered into by and between Leveled Up Love (“Coach”) a limited liability company with its principal place of business located at 12 Penns Trail Suite 422, Newtown PA 18940, and The (“Client(s)”) whereby Coach agrees to provide Open Relationship Coaching Services.

Description of Open Relationship Coaching: Our Open Relationship coaching programs focus on three pillars: Next level communication, offering tools that support the nervous system of each partner, and sharing best practices and key strategies to thrive in open relationships.

1) Coach-Client(s) Relationship

- A. Relationship coaching is not a substitute for any mental health service. Only a qualified doctor or psychotherapist is legally allowed to diagnose a patient. Therefore, relationship coaching is for individuals who are emotionally and psychologically healthy and who want to make changes and move forward in their lives.

- B. In some cases, we may refer our clients out to certain outside practitioners including clinical psychologists, psychotherapists, and alternative therapists, who offer various modalities to support our client's progress. In these cases, the following points apply:
 - For convenience, you may apply some of your session credits with Leveled Up Love to sessions with these recommended practitioners.
 - Results may vary with each practitioner and while Leveled Up Love will make its recommendations, these are only recommendations. It is up to the client to engage with, continue, or discontinue working with any outside practitioner at any time and at their full discretion.
 - Your relationships with these practitioners will be separate and apart from Leveled Up Love.
 - Client shall indemnify Leveled Up Love from any emotional harm or damages caused by working with any of our recommended practitioners.

- C. By entering this agreement, the Relationship Coach and Client(s) acknowledge that the Client(s) want to make significant progress and change in their relationship/s. The Relationship Coach works with a wide range of Clients and offers a personalized approach tailored to each individual or couple. In a supportive atmosphere, the Relationship Coach helps the Client(s) attain the personal growth they strive for in their relationships. Because progress and change happen at rates that are unique to each individual or couple, it is highly recommended that the Client(s) commit to working with the Relationship Coach for at least five sessions. This allows the coaching relationship the necessary time to develop and overcome obstacles that are getting in the way.

- D. Coaching is a partnership (defined as an alliance, not a legal business partnership) between the Coach and the Client(s) in a thought-provoking and creative process that inspires the client(s) to maximize their specific open relationship needs. Client(s) agrees to follow and adhere to the best of their ability the instruction of The Coach to ensure their success.

- E. Leveled Up Love, and our referred third-party practitioners are typically not licensed, Medical Doctors or Psychiatrists in your state/country or regulated by a governmental body. Health insurance coverage is typically not available.
- F. The Client(s) is solely responsible for creating and implementing his/her own physical, mental, and emotional well-being, decisions, choices, actions, and results arising out of or resulting from the coaching relationship and his/her coaching calls and interactions with the Coach. As such, the Client(s) agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. The Client(s) understands coaching is not therapy does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.
- G. The Client(s) acknowledges that coaching is a comprehensive process that may involve different areas of his or her life. The Client(s) agrees that deciding how to handle these issues, incorporating coaching principles into those areas, and implementing choices is exclusively the Client(s) responsibility.
- H. The Client(s) acknowledges that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association and that coaching is not to be used as a substitute for counseling, psychotherapy, psychoanalysis, mental health care, substance abuse treatment, or other professional advice by legal, medical or other qualified professionals and that it is the Client(s) exclusive responsibility to seek such independent professional guidance as needed. If the Client(s) is currently under the care of a mental health professional, it is recommended that the Client(s) promptly inform the mental health care provider of the nature and extent of the coaching relationship agreed upon by the Client(s) and the Coach.
- I. The Client(s) understands that in order to enhance the coaching relationship, the Client(s) agrees to communicate honestly, be open to feedback and assistance, and create the time and energy to participate fully in the program.

2) Description of Services

The parties agree to engage in a Relationship Coaching Program with Leveled Up Love.

A. Relationship Coaching Package

Our Open Relationship coaching programs focus on three pillars: Next level communication, offering tools that support the nervous system of each partner, and sharing best practices and key strategies to thrive in open relationships.

B. The Secure Poly Collective

If you commit to a minimum of five private sessions with Leveled Up Love, you will gain Unlimited Lifetime Access to The Secure Poly Collective. The Secure Poly Collective includes The Ultimate Open Relationship Toolkit and a growing library of exclusive educational workshops facilitated by world-class open relationship experts.

C. Voice Messaging Support

Some clients desire ongoing coaching support between scheduled sessions. We can use WhatsApp voice messaging for this kind of extended support. WhatsApp allows us to track the time we listen and respond to any questions you may have or emotions you need help with. We round the time up or down to the nearest fourth of an hour and deduct this time from your session package (as if it's a live call). You can expect a response from us within 24 hours. However, we typically respond much faster.

D. Specialty Coaching Referrals

Most sessions will be deducted from your package at a rate of one hour credit per one-hour session. However, some of our premium team members (i.e. PhD Clinical Psychologist, Tantra Practitioner, Alternative Trauma Therapist, IFS Practitioner) may deduct at rates of 1.25x-2x per hour. This is due to the higher rates they charge Leveled Up Love for their time. For example, a one-hour session could deduct one and a half hours from your session credits for the premium coach or therapist. These instances will be communicated in advance.

3) Schedule and Fees

Upon selecting your coaching package and providing payment, you authorize Leveled Up Love to process the total amount.

4) Refund Policy

No refunds will be issued and all installments must be paid in accordance with the original agreement.

5) Cancellation Policy

The Client(s) agrees that it is the Client(s) responsibility to notify the Coach and any Third-party coaches working with at least twenty-four hours in advance of the scheduled calls/meetings.

With our tight schedule, we cannot afford to waive all charges on broken appointments without at least twenty-four hours notice. Expect a charge of half of a credit (instead of the full charge) for any broken appointments beyond 24 hours' notice.

6) Informed Consent

We value the opportunity to work with you and consider the role you allow us to fulfill a privilege. For most people, coaching is of tremendous value. The process is often stimulating and growth-producing. A variety of possibilities exist for you to generate new results in a variety of important areas in your life. However, as with any change program, there may be some risks as well. It is useful to be aware of these so that if they occur, we can work together on dealing with them, so they do not become an impediment to you achieving your goals and desired outcomes. These risks may include the experience of uncomfortable and strong feelings such as sadness, anger, hurt, fear, guilt, or anxiety. It is important to know these emotions are a normal and natural part of change and are temporary. Other risks of coaching may include: recalling unpleasant life events, facing unpleasant thoughts or situations, increased awareness of core beliefs, values, and behavior traits, and re-evaluation of long-held assumptions about oneself, the world, and others.

In coaching major life decisions are often made including changes in relationships, and major lifestyle changes. These decisions are often a focus of our work and shifts in these areas are an expected outcome of the process.

We request that if you have an upset about anything, need clarification about a recommendation I have made, or need support in understanding something we work on you bring this to our attention as soon as you become aware of it and allow us the opportunity to resolve it together.

7) Confidentiality

This coaching relationship, as well as all information (documented or verbal) that the Client (s) shares with the Coach as part of this relationship, is bound by the principles of confidentiality set forth in the ICF Code of Ethics. However, please be aware that the Coach-Client(s) relationship is not considered a legally confidential relationship (like the medical and legal professions), and thus communications are not subject to the protection of any legally recognized privilege. The Coach agrees not to disclose any information pertaining to the Client(s) without the Client(s) written consent. The Coach will not disclose the Client's name as a reference without the Client(s) consent.

Confidential Information does not include information that: (a) was in the Coach's possession prior to its being furnished by the Client(s); (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client(s); (d) is independently developed by the Coach without the use of or reference to the Client(s) confidential information; or (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; (f) is disclosed to the Coach and as a result of such disclosure the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client(s) or others, and (g) involves illegal activity. The Client(s) also acknowledges his or her continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.

Exception: When referring out to more than one coach/therapist, we sometimes have our team exchange information about the client/s UNLESS the client informs either Leveled Up Love or the other practitioner in advance.

8) Release of Information

According to the ethics of our profession, topics may be anonymously and hypothetically shared with other coaching professionals for training, supervision, mentoring, evaluation, and for coach professional development and/or consultation purposes.

9) Non-circumvent

The Client(s) agrees to not circumvent Coach by soliciting or working directly with any of the third-party available coaches, therapists, or guides referred to the Client(s) by Leveled Up Love, for the duration of the engagement and a period of six months following the termination of this Agreement.

10) Limited Liability

Except as expressly provided in this Agreement, the Coach makes no guarantees, representations, or warranties of any kind or nature, express or implied with respect to the

coaching services negotiated, agreed upon, and rendered. In no event shall the Coach be liable to the Client(s) for any indirect, consequential, or special damages. Notwithstanding any damages that the Client(s) may incur, the Coach's entire liability under this Agreement, and the Client(s) exclusive remedy, shall be limited to the amount actually paid by the Client(s) to the Coach under this Agreement for all coaching services rendered through and including the termination date.

11) Expiration of Services

All coaching package sessions and other professional services hours/credits purchased by the Client(s) must be used within six (6) months of purchase. At the end of the six (6) month period, any unused service hours/credits shall be deemed delivered to the Client(s).

12) Entire Agreement

This document reflects the entire agreement between the Coach and the Client(s) and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered, or supplemented except in writing signed by both the Coach and the Client(s).

13) Dispute Resolution

If a dispute arises out of this Agreement that cannot be resolved by mutual consent, the Client(s) and Coach agree to attempt to mediate in good faith for up to thirty days after notice is given. If the dispute is not so resolved, and in the event of legal action, the prevailing party shall be entitled to recover attorney's fees and court costs from the other party.

14) Severability

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

15) Waiver

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 strict compliance with every provision of this Agreement.

16) Applicable Law

This Agreement shall be governed and construed in accordance with the laws of the State of Pennsylvania, without giving effect to any conflicts of law's provisions.

17) Binding Effect

This Agreement shall be binding upon the parties hereto and their respective successors and permissible assigns.

The Client(s) acknowledges that he/she has read this Agreement, understands it in its entirety, and accepts its provisions.