



Apprentice's Way Agreement and Terms of Service

Overview

Apprentice's Way packages are longer-term opportunities to work with me that bring a price break off my usual rate of \$150 per individual session. Clients use these packages to deepen their understanding of the *Three Principles*, to explore intuitive spirituality, to write books or accomplish other projects, and/or to build coaching practices based on the *Three Principles*. Apprentice's Way packages come in three sizes:

- 12-month packages (one initial session and 23 follow-ups at \$100 per session) can be paid for in full (\$2400) before the first session or in three installments every three months of \$800, plus a \$25 processing fee due at the first payment. My payment system will capture your credit card information to make these charges automatically when they come due.
- 6-month packages (one initial session and eleven follow-ups at \$125 per session) can be paid for in full (\$1500) before the first session or in two installments of \$750, plus a \$25 processing fee due at the first payment. My payment system will capture your credit card information to make these charges automatically when they come due.
- 3-month packages (one initial session and five follow-ups at \$133 per session) must be paid in full (\$800) before the first session.

If you prefer to use *PayPal*, email me at linda@thedrspettit.com and I will send a link to complete your purchase. Once payment is made, I will enter the package into my system. If you want an installment plan, Paypal will automatically charge your preferred method of payment when it comes due.

Pacing Your Appointments:

I recommend planning to meet with me every other week. If you prefer, we can pick a time to meet that works for both of us and I can schedule these on my end as a repeating appointment on the same day and time, biweekly. **Clients are responsible for using my online system to reschedule cancelled appointments.**

If meeting the same time every other week doesn't work, you can make appointments as you go using the link and package code that was supplied when you made your initial payment. **Clients are responsible for using my scheduling system to schedule, cancel and to rebook appointments.** If you are scheduling as you go, I encourage you to set up an account in my system. For help with that, contact our virtual assistant, Terri Alamo at terri@thedrspettit.com. **Please keep your link and code where you can easily find them.**

Pacing is at the client's discretion. Some clients choose to schedule their sessions closer together (for example, one per week) which completes the package ahead of schedule and that's fine with me.

3-month packages must be completed within 5 months of purchase; 6-month packages must be completed within 8 months of their purchase; 12-month packages must be completed within 14 months of their purchase.

Developmental Editing Services

I have a degree in journalism and have written books, news articles, press releases, magazine articles, advertising copy, blogs, technical manuals, procedure and policy documents, and program manuals for over 40 years.

If you are using either the Apprentice's Way 12-month or 6-month package to work on a book or build a coaching practice, I agree to provide up to **one additional hour per month at no additional charge** for developmental editing of books, advertisements, website copy, etc. ***Editing services are not available with 3-month packages.***

Developmental editing focuses on the heart of your writing — and addresses content, structure and the art of strong story telling. Copyediting, (which I don't do) focuses on the language you use to tell the story and is usually done near the finish of a manuscript.

I fit developmental editing into my schedule as soon as I can. Usually, I can edit a chapter in under an hour. **If your editing work requires more than one hour a month, I'll let you know in advance so you can green light the additional time, which will be billed to you at \$100 per hour.**

Termination of Contract by Client:

If you decide to terminate our work before this contract expires, you agree to advise me in writing with 14 days-notice. **No refunds will be offered for services already rendered.** All fees for unused sessions will be refunded, minus a \$50 refund processing fee. It can take up to two weeks for PayPal or my payment processor, Stripe, to fully complete refunds to your account or credit card.

Termination of Contract by Linda Pettit

If our collaboration does not seem to be unfolding in a meaningful way, or if you violate the scope of the agreement, I reserve the right to terminate the contract. I'll provide written notice. **No refunds will be offered for services already rendered.** The entire balance of fees for unused sessions will be refunded, less a \$50 refund processing fee. Bear in mind that it can take up to two weeks for PayPal or Stripe, my payment processors, to complete refunds.

Session Cancellation

I understand that life happens, so I don't penalize occasional needs to reschedule appointments. That can happen for me, too! If cancellations become repetitive and cause me to lose business, I reserve the right to ask for 24 hours of notice and to debit sessions from a package when that notice isn't given, but I'll let you know ahead of time if cancellations have become a concern.

No Guarantees

While I am here to support you in achieving your personal and business goals, I cannot guarantee results or be held responsible for your business outcomes or decisions. It is your responsibility to integrate the content of our conversations, into your life and business.

Nature of Work

The consultations provided under this contract are not therapy, clinical or coaching supervision.

Confidentiality

All client information and data will be treated as confidential in nature. If you wish your information to be shared with another provider for continuity of service, I will ask you to provide written authorization. You may make an exception to this rule by voluntarily providing referral or testimonials to other individuals, websites, or social media.