



The 100 Day Business Plan – TERMS OF AGREEMENT

Terms of Agreement

This agreement sets out the terms on which the Programme is delivered.

References in this letter to “you” and “your” refer to **Participants in the Programme**; references to “I”, “me” and “my” refer to **Tracey Hopkins, The HR Consultancy Business School**

The Services

The Services included under the terms of this agreement include;

1. **Access to a minimum of 3 x 90 minute 1 to 1 Coaching and Planning Calls** – Delivered on zoom
2. **Planning Templates for each Phase** – Provided via the dedicated training platform
3. **Unlimited 30 minute SOS Calls as required** – To deal with specific issues that a participant needs support with.
4. **Ongoing support** – Support between the sessions via email or LinkedIn message as required for the duration of the programme

Fees

The fee for this programme is **£995.00 in total** which can be paid by card via PayPal or by direct bank transfer. (This fee may vary if you have purchased it under a limited time offer – if this is applicable details will have been provided to you separately).

The fee includes payment for the programme and does not include any other expenses which you incur by taking part (i.e. travel costs etc).

There is a 4 instalment payment plan available

The fee, or first instalment if applicable, is due prior to the first session taking place.

Programme Dates

The Programme is a Coaching and Business Development programme which runs continuously throughout the year.

Participants enrol in the programme for a period of 100 days and have continued access to the business development and planning templates for a minimum of 12 months after completion of the programme

Protection of the Services

Any course materials are provided for your personal use only and remain the intellectual property of **The HR Consultancy Business School**.

You agree not to reproduce, copy, sell trade, resell or exploit for any commercial purpose any aspect of the Services or any associated materials.



Confidentiality

All parties agree not to disclose or share any information provided to them as a result of their participation in the programme.

As the provider I undertake to;

1. Provide access to the training resources as agreed
2. Provide you with details of the links to enable you to join the sessions and access the training and support
3. Respond to requests for support and advice requested for the duration of the programme.
4. Carry out any work which has been agreed
5. Inform you at the earliest opportunity if any sessions need to be re-arranged

As the participant you agree to;

1. Attend the sessions
2. Carry out any agreed work
3. Provide as much notice as possible if sessions need to be rearranged

Disclaimers

You acknowledge that the Services provided involve coaching, training, mentoring and personal development, that their effect depends on your own level of engagement and commitment and that no specific results can therefore be guaranteed by me.

I accept no responsibility for any decisions made by you as a result of the Services. My obligations are limited to providing the Services as expressly described in this document and no further warranties, representations or assurances are given by me save to the extent that these are implied by and cannot be excluded under law.

Liability and Indemnity

My liability to you in connection with the Services (including without limitation as a result of any breach of this agreement or negligence) shall be limited to the level of the Charges actually paid by you to me under this agreement.

I do not accept any liability whatsoever for:

Any consequential or indirect losses, loss of profit, business, goodwill and/or anticipated savings;

Any failure or delay in performing the Services to the extent arising from any matter beyond my reasonable control.

Termination

Early termination of the programme will only be possible in exceptional circumstances and the fees paid are non-refundable.

If I have instigated early termination of the programme there will be a pro rata refund in respect of the fees paid for remainder of the programme.



General

Nothing in this agreement shall create, or be deemed to create, a partnership or the relationship of principal/agent or employer/employee between the parties.

You acknowledge that, in entering into this agreement, you do not do so on the basis of, and do not rely on, any representation, warranty or other provision except as expressly provided in this letter, and all conditions, warranties or other terms implied by statute or common law are hereby excluded to the fullest extent permitted by law.

This document and any non-contractual claims or disputes shall be governed by and construed in all respects in accordance with English law, and each party hereby submits to the exclusive jurisdiction of the English courts.