



Small Business Mentoring Program (“SBMP”) Agreement

Between

[Your business name (reg no.)] (“Sponsor”),
sponsoring **[Your name]** (“Client”)

and

ProMentor CC (CK 2004/009855/23) (“ProMentor”),
with mentoring delivered for ProMentor by **[Mentor’s name]** (“Mentor”)

The service to be provided by the Mentor to the Client is group mentoring as part of ProMentor’s SBMP. The objective of the mentoring is to support the Client in learning models and techniques to plan for and grow business value. The method of learning is by means of mentoring by the Mentor, support from peers in the SBMP group and reciprocal support of his / her SBMP peers. Mentoring meetings may involve: goal-setting; brainstorming; action leaning; planning; building awareness; examining modes of thinking, feeling and behaving; developing new habits; asking clarifying questions; coaching; imparting knowledge and expertise, giving advice; and making empowering requests. Mentoring is not psychotherapy, counseling or consulting.

This agreement will commence on **[start date]** and will end on **[start date + 6 months]**. ProMentor and the Sponsor may each terminate this agreement by giving 1 calendar month’s notice to the other.

The Sponsor’s investment in the mentoring is **[fee]**, payable in equal monthly installments of **[installment]** and collected monthly in advance by debit order and supported by a tax invoice from ProMentor to the Sponsor. Admission and continued participation to ProMentor’s SBMP is subject to signing this agreement and the debit order instruction, paying for each month’s fees and constructive participation at group mentoring sessions. VAT is to be added to all amounts.

The SBMP structure comprises 3-hour group mentoring sessions held twice monthly over 6 months. Sessions occur in person at a venue nominated by ProMentor. Additional mentoring support is available to the Client individually at up to 30 minutes per month at the Mentor’s convenience at no extra fee. The Mentor and Client agree to give each other 1 month’s notice to postpone a meeting, whereupon the postponer will be responsible for re-scheduling the meeting with all group participants. Unattended meetings will be forfeited without credit.

Throughout the project, the Mentor and Clients will engage each other in direct and direct conversations to support each other in doing the best the Clients can to accomplish the results they want. If the Client believes the mentoring is not working as desired, s/he will communicate this with the Mentor and take action to return the power to the mentoring relationship. Mentoring conversations will remain confidential and will not be disclosed to third parties unless by agreement between the parties or by operation of law, eg. court order.

Since the nature of mentoring is non-directive, any action or lack of action by the Client as a result of mentoring cannot be attributed to the Mentor, ProMentor or the Client’s peers in the SBMP. Therefore, the Client and Sponsor hereby indemnify the Mentor, ProMentor and his / her SBMP peers from any risk, liability or claim arising from participating in the SBMP. Similarly, the Mentor, ProMentor or the Client’s SBMP peers will have no claim to the Client’s or Sponsor’s successes or gains arising from the program.

Our signatures below indicate agreement according to the terms set out above.

For and on behalf of Sponsor
and Client

Date

For and on behalf of
ProMentor CC and Mentor

Date