



## **Service Terms & Conditions**

### **Service Description**

We provide professional book coaching and writing services. Coaching sessions are packaged as individual, short-term sessions or extended coaching sessions that include page reviews and zoom coaching time. Writing services include but are not limited to documents, such as fundraising appeals, business letters, case statements, along with website copy.

### **2. Payment Terms**

Payments are processed through Thrivecart and PayPal and are due after we have conducted a phone call to clarify the client's needs and our ability to provide that service in a timely manner. Payment for the individual coaching services and any writing services are non-refundable.

### **3. Cancellation/Refund Policy**

Clients may cancel extended book coaching services by providing written notice via email. For the extended coaching services, a 50% refund will be available if we are notified you wish to cancel by the 15th of the month (for packages 1-3) or by the first of month three (package 4).

### **4. Liability Agreement**

Book coaching clients acknowledge that they are responsible for their own writing and potential publication of any document. Lil Dog Communications is not responsible for anything written, published, or used in any format by the client.

In the event of unforeseen circumstances, Lil Dog Communications reserves the right to reschedule services or provide a full refund.

### **5. Governing Law**

These terms and conditions are governed by the laws of the State of Washington. Any disputes arising under these terms shall be resolved in the appropriate courts of Washington State.

### **6. Amendments**

Lil Dog Communications reserves the right to modify these terms and conditions at any time. Clients will be notified of any significant changes via email or through direct communication.

## **7. Acceptance**

By booking a coaching session or writing service, you acknowledge that you have read, understood, and agree to abide by these terms and conditions.

