

# Terms and Conditions

Kaylee's 1:1 Coaching Program  
(established by SuccessWithKaylee™, SWK)

\*All terms and conditions are *discussed and signed* while in a booked meeting with potential clients.\*

## Money Back Guarantee:

A money-back guarantee is a professional assurance provided by Coach Kaylee's program, offering clients and affiliates a 3-day grace period during which they have the option to withdraw from the 1:1 executive program. In such cases, if the client, decides to withdraw within the specified timeframe (within the first 3 days after purchase), they are entitled to receive a full refund of their payment from the 1:1 program. The 3-day grace period may run through a holiday or weekend, in addition to business days. If the client and or affiliate decides to withdraw within the grace period this will be communicated by email. It is important to note that in the event of a refund, the client and or affiliate and Coach Kaylee may mutually agree to discontinue their business relationship while maintaining a positive and amicable association as friends. This guarantee aims to provide peace of mind and demonstrate the program's commitment to client satisfaction and ethical business practices. The money back guarantee is not offered with the DIY product options, or digital product download options, the guarantee only applies to the 1:1 service SWK provides.

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## Refund Policy:

1. Money Back Guarantee: Coach Kaylee's coaching program offers a 3-day grace period from the date of enrollment, during which clients may request a full refund if they choose to withdraw from the 1:1 program. To initiate a refund, clients must contact Coach Kaylee within this 3-day period. Upon verification, the refund will be processed, and the client will receive a full refund of their payment. Refunds are not available for the DIY product options or digital product download options.
2. Violation of Terms and Conditions: Participants are expected to adhere to the terms and conditions outlined in the program. Any violations, including but not limited to unethical behavior, misuse of program resources, or breach of confidentiality, may result in immediate termination from the program without eligibility for a refund. Coach Kaylee reserves the right to make this determination at her discretion.

Coach Kaylee's goal is to provide a high-quality coaching experience and foster a supportive learning environment for all participants. The money back guarantee during the initial 3-day period ensures that clients have the opportunity to assess their fit with the program. However, it is essential to respect the terms and conditions to maintain a positive and productive coaching relationship.

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By enrolling in Coach Kaylee's 1:1 program, clients acknowledge and accept the refund policy, including the money back guarantee within the first 3 days. Participants also agree to comply with the terms and conditions, understanding that any violation may lead to termination from the program without the possibility of a refund.

Please note that this refund policy is subject to the terms and conditions specified in the program agreement. Coach Kaylee is committed to addressing any concerns or inquiries regarding refunds promptly and fairly. No refunds are available for *DIY product options, or digital download product options*.

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## **How to Start a New Online Business: From LLC Incorporation to Financing & More**

The, How to Start a New Online Business: From LLC Incorporation to Financing & More, is a membership that provides access to a smaller version of the full SuccessWithKaylee 1:1 program. There is no requirement to sign a contract to become a member, but it is essential to follow the rules and code of conduct of the full SuccessWithKaylee program. Please note that no refunds are available for the membership. The membership is a one-time fee.

## **Membership Activity Policy**

1. **Memberships do not expire.** Contracts are not required and there is no monthly retainer, or subscription, for the membership option with SWK.
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## **Integrity:**

Integrity is the cornerstone of Coach Kaylee's philosophy, where every aspect of her coaching program reflects a commitment to unwavering ethical standards. With a focus on transparency, honesty, and authenticity, Coach Kaylee prioritizes maintaining the utmost integrity in her interactions with clients and affiliates. This unwavering dedication to integrity ensures that clients and affiliates can trust in the program's promises, rely on the accuracy of information provided, and have confidence in the ethical conduct and actions taken by Coach Kaylee. By upholding this steadfast commitment to integrity, Coach Kaylee cultivates a culture of trust, respect, and credibility, fostering a positive and empowering environment for all participants in her coaching program.

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## **Advisory:**

Participants who choose to enroll in Coach Kaylee's 1:1 program acknowledge and understand that certain aspects of the program may involve the use of direct and potentially harsh language. Please be aware that Coach Kaylee's instructional style may be marked by a direct and assertive tone due to her background in the military. While Coach Kaylee strives to provide honest and straightforward guidance, it is important for participants to be aware that this approach may include language that could be perceived as strong or offensive to some individuals. By voluntarily agreeing to participate in the program, individuals demonstrate their readiness and willingness to engage in discussions and content that may challenge their perspectives or utilize direct language. Coach Kaylee remains committed to creating a supportive and growth-oriented environment while ensuring transparency about the communication style used throughout the program.

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## **Zero-Tolerance of Discrimination:**

Coach Kaylee maintains a zero-tolerance policy towards any form of discrimination within her program. She is committed to upholding the principles outlined in the Anti-Discrimination Act and ensuring a safe and inclusive environment for all participants.

Discrimination based on factors such as race, ethnicity, gender, sexual orientation, religion, disability, or any other protected characteristic will not be tolerated. Coach Kaylee promotes equal treatment, respect, and fairness among all individuals involved in the program.

By adhering to these principles, Coach Kaylee fosters an environment that celebrates diversity, encourages open-mindedness, and nurtures personal growth for everyone, regardless of their background or identity.

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## **Coaching Services:**

As your digital nomad coach, it's essential to clarify that while Coach Kaylee provides guidance and support, she is not a therapist, social worker, or licensed psychiatrist and does not provide any professional advice as from those practices. Although discussions about certain life events may be necessary as they shape our journey, coaching and therapy are distinct practices. If you determine that you require the specialized assistance of a therapist, it is important to communicate this to Coach Kaylee. In such cases, Coach Kaylee to the best of her ability will help you find those services.

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It is important to note that the use of therapy services does not discontinue Coach Kaylee's coaching services. Coaching primarily focuses on your present circumstances, fostering personal growth, and preparing you for the future. Therapy, on the other hand, aims to address and heal past experiences. By acknowledging and respecting the distinction between coaching and therapy, Coach Kaylee ensures that you receive the appropriate support and resources to meet your unique needs and facilitate your overall well-being and success.

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## **Individual Effort And Participation:**

Value extraction is at the responsibility of the participant. All modules included in this service have been thoughtfully crafted to offer flexibility and convenience, allowing you to access and complete them at your own pace. Each module is meticulously structured, providing comprehensive content and accompanying PDF instructions to enhance your learning experience. However, it is crucial to acknowledge that the responsibility for actively engaging in and completing the training rests entirely with you as the participant.

While Coach Kaylee is committed to providing valuable resources and guidance, she cannot be held liable if you decide not to fully utilize or derive maximum benefit from the training materials provided. Your level of engagement, progress, and ultimate success is contingent upon your personal commitment, dedication, and effort within your own business. By taking ownership of your learning journey, actively participating in the modules, and implementing the strategies for yourself, you have the opportunity to maximize the value and impact of the program.

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## **No-Show Fee:**

To ensure smooth communication and minimize any technical issues or scheduling conflicts, several reminders containing relevant links are sent to clients, via Calendly. Additionally, Coach Kaylee provides her business line personally to each client, allowing for direct contact and prompt resolution of any concerns.

It is important to note that the business and opportunity Coach Kaylee offers, is of an exclusive nature, tailored to meet the specific needs of each client. However, Coach Kaylee kindly requests that both clients and affiliates respect the scheduled meetings and provide at least a 20 minute notice in case rescheduling is required. In the event of an unexplained absence from

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a scheduled meeting without prior notice, a rescheduling fee of \$50.00 (USD) will be implemented to cover the time and effort required to accommodate the client's request to discuss questions or concerns further.

This policy is in place to ensure effective time management and to honor the commitment made by both parties. By adhering to this policy, we can maintain a professional and efficient working relationship, ensuring that the services provided meet and exceed your expectations.

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## **1:1 Training Disclaimer:**

The purpose of this disclaimer is to provide clarity regarding the priority allocation of 1-on-1 training sessions with Coach Kaylee within the 1:1 program. It is important to differentiate between clients and affiliates and define their respective roles and access to personalized training.

Clients are individuals who are actively enrolled in the program with the primary objective of building their own online businesses. They seek guidance and assistance from Coach Kaylee to achieve their online business goals through the program's resources and personalized training sessions.

Affiliates, on the other hand, are individuals who are previous clients of Coach Kaylee's 1:1 program who utilize their referral link to promote her services to others who need assistance with building online businesses. With the intention of earning a high commission rate for a successful referral. They receive access to all the tools, knowledge, and strategies provided within the program's modules to support their promotional efforts.

While both clients and affiliates may have access to 1-on-1 training opportunities, it is important to note that the primary focus of these personalized sessions remains on meeting the needs of the enrolled clients who are actively building their online businesses. As a result, priority will be given to scheduling and providing support to the enrolled clients.

Affiliates should understand that although they have access to comprehensive program resources, the availability of 1-on-1 sessions may be subject to scheduling limitations, with priority given to the enrolled clients.

By participating as an affiliate, and previous client, you acknowledge and agree to the aforementioned priority allocation, recognizing that the primary focus of 1-on-1 training sessions is to support the enrolled clients in their online business-building journey. We appreciate your understanding and cooperation in respecting this priority allocation and ensuring a smooth and effective learning experience for all participants.

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## **Affiliate Participation and Effort:**

Each participant who enters the program as an affiliate acknowledges and understands that their individual effort and dedication are crucial factors in achieving success in high ticket affiliate marketing. While Coach Kaylee's program provides valuable resources, strategies, and support, the specific results and outcomes of affiliate marketing efforts cannot be guaranteed.

Affiliates are responsible for taking proactive steps, implementing the strategies taught in the program, and leveraging their unique skills and abilities to maximize their affiliate marketing potential. The level of success attained will vary based on individual commitment, work ethic, and market conditions.

However, it is important to note that all affiliates enrolled in the program have the advantage of benefiting from Coach Kaylee's ongoing ad and lead generation services. These services are designed to enhance the affiliate marketing efforts of all participants by providing a consistent flow of targeted leads and increased visibility in the marketplace.

Coach Kaylee and her team have invested in effective ad campaigns and lead generation techniques to support the affiliate journey. While the program provides these services, it is ultimately up to each affiliate to capitalize on these opportunities and convert leads into sales through their individual efforts.

By participating as an affiliate in the program, participants acknowledge and accept that their own commitment, dedication, and active engagement are essential for achieving success in high ticket affiliate marketing. They understand that while Coach Kaylee provides ad and lead generation services, individual results may vary based on personal effort and market dynamics.

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## **Affiliate Payments and Payment Preferences:**

Each affiliate in Coach Kaylee's program is eligible to receive a commission of 40% of the full 1:1 program price for every successful lead they convert into a paying customer. This commission structure reflects the value placed on the affiliate's role in driving sales and contributing to the program's growth.

To facilitate timely and accurate commission payments, it is essential for affiliates to communicate their preferred third-party payment service to Coach Kaylee. As the program is hosted on the Kajabi platform, affiliates cannot be paid directly through Kajabi. Therefore, each

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affiliate must express their payment preference, such as Cash App, PayPal, Stripe, or any other agreed-upon payment method.

By providing their chosen payment service information, affiliates enable Coach Kaylee and her team to transfer the commission payments to the desired payment platform. It is the responsibility of the affiliates to ensure that the provided payment details are accurate, up-to-date, and associated with their respective payment service accounts.

Affiliate commissions will be paid out based on successful conversions, where a lead becomes a paying customer. Payments will be processed within the designated payment cycle or schedule outlined by Coach Kaylee and her team. Affiliate commission payments will take place after a transaction's 3-day grace period.

By previous clients participating as an affiliate, these individuals acknowledge and accept the 40% commission rule for converting leads into paying customers. Additionally, they understand and agree to communicate their preferred third-party payment service to facilitate timely and accurate commission payments. This ensures a transparent and mutually beneficial relationship between Coach Kaylee and her affiliates.

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## **Affiliate Social Media Policy:**

As an affiliate of Coach Kaylee's program, we understand the importance of maintaining a professional and inclusive online presence. To uphold our commitment to providing a positive and supportive environment, we have implemented the following social media policy for affiliates:

- 1. Non-Personal Opinion Topics:** Affiliates are expected to refrain from posting personal opinions or engaging in discussions related to politics, race, transgender rights, women's right of choice, or religion on their social media platforms while representing Coach Kaylee's program. This policy ensures that our affiliates maintain a focus on promoting the program's offerings and creating a welcoming and inclusive space for potential clients and new affiliates.
- 2. Promoting Program Content:** Affiliates are encouraged to use their social media platforms to share valuable content, success stories, testimonials, and updates about the program, its modules, and relevant digital marketing strategies. By focusing on program-related topics, affiliates can provide valuable insights to their audience and attract potential clients.

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3. **Professional and Respectful Communication:** When engaging with followers, affiliates are expected to maintain a professional and respectful tone, refraining from engaging in negative or inflammatory discussions. Affiliates should represent Coach Kaylee's program in a positive light and act as a supportive resource for individuals interested in learning about digital marketing and business growth.
4. **Adherence to Program Values:** Affiliates should align their social media activities with the core values and principles of Coach Kaylee's program, including inclusivity, respect, and empowerment. They should avoid sharing content that may be offensive, discriminatory, or contradictory to the program's philosophy.
5. **Clear Brand Association:** Affiliates should clearly identify themselves as affiliates of Coach Kaylee's program on their social media profiles and disclose any affiliate relationships or partnerships in accordance with applicable advertising guidelines and regulations.

By adhering to this social media policy, affiliates contribute to the positive reputation and integrity of Coach Kaylee's 1:1 program. We appreciate your commitment to creating a supportive and inclusive online community that fosters business growth and digital marketing knowledge.

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## **Affiliate Business Termination:**

Affiliates are free to conclude their business association with Coach Kaylee at any time they no longer wish to continue as an affiliate or feel they have acquired sufficient experience and financial stability to embark on their independent endeavors.

Coach Kaylee respects the personal and professional growth of her affiliates and acknowledges their right to pursue their own online business ventures when they deem it appropriate. Affiliates are encouraged to express their intentions to Coach Kaylee, ensuring clear communication via email regarding their decision to discontinue their affiliation.

Upon notifying Coach Kaylee of their desire to end the business relationship, affiliates will be respectfully released from their obligations as an affiliate. Any outstanding commission payments earned prior to the termination will be duly processed and disbursed according to the agreed-upon payment terms.

Coach Kaylee understands the importance of supporting affiliates' individual journeys and fosters a collaborative environment that values personal development and entrepreneurial pursuits. Affiliates can take pride in the knowledge and experience gained during their affiliation with Coach Kaylee's program and use it as a stepping stone towards their own ventures.

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By participating as an affiliate, individuals acknowledge and accept their right to terminate their affiliation with Coach Kaylee when they no longer wish to continue or when they feel ready to pursue their independent business goals. Coach Kaylee appreciates the contributions and growth of her affiliates and wishes them continued success in their future endeavors. All affiliates will retain access to the program for the duration of its existence.

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## Client Business Termination Policy:

At Coach Kaylee's 1:1 coaching program, we recognize the importance of clients achieving their online business goals and feeling empowered to take their ventures to the next level. We understand that clients may choose to officially end their business engagement with Coach Kaylee under certain circumstances. Although 1:1 guidance with Coach Kaylee is offered for the clients chosen package of the 1:1 program. We have established the following policy to facilitate a smooth transition with continued access:

1. **Business Readiness:** Clients have the option to officially end their business engagement with Coach Kaylee when they feel that their cultivated business is ready to launch or is deemed ready to launch by Coach Kaylee. We encourage clients to assess their progress, evaluate their preparedness, and make an informed decision based on their individual circumstances.
2. **Learning Sufficiency:** Clients may choose to end their business engagement with Coach Kaylee once they believe they have gained sufficient knowledge and expertise in digital marketing strategies through the program. We understand that clients have different learning curves and objectives, and we support their decision to transition into independent implementation of the strategies they have learned.
3. **Communication of Intent:** Clients who wish to officially end their business engagement should provide written notice to Coach Kaylee expressing their decision. This notice should be sent via email.
4. **Supportive Transition:** Upon receipt of the termination notice, Coach Kaylee will acknowledge the client's decision and provide any necessary assistance to ensure a smooth transition. This may include guidance on launching their business, finalizing any outstanding matters, and offering additional resources to facilitate their independent journey.
5. **Continued Access:** Clients who have completed their business engagement and officially ended their relationship with Coach Kaylee will still have limited access to select resources or alumni support, subject to Coach Kaylee's discretion and the terms agreed

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upon during the coaching engagement. This limited access includes continued access to the program but not 1:1 guidance with Coach Kaylee.

We appreciate the dedication and effort clients have invested in their business growth. Coach Kaylee is committed to supporting their decision to venture out independently and wishes them continued success as they take their businesses to new heights.

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## **Intellectual Property:**

All content, materials, and intellectual property provided within Coach Kaylee's program, including but not limited to videos, documents, guides, and training materials, are the exclusive property of Coach Kaylee. Participants are granted a limited, non-transferable license to access and use these resources solely for their personal and business development. Unauthorized copying, distribution, or sharing of program materials, in whole or in part, is strictly prohibited and may result in legal action. Coach Kaylee will protect her intellectual property to the fullest extent of the law. By enrolling in the program, participants agree to respect and uphold Coach Kaylee's intellectual property rights and refrain from any unauthorized use or dissemination of program materials.

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## **Confidentiality:**

At Coach Kaylee's 1:1 program, we highly value the importance of maintaining confidentiality and respecting the privacy of all participants. Any proprietary, sensitive, or confidential information shared within the program, whether by Coach Kaylee, fellow participants, or third parties, must be treated with the utmost care and discretion. Participants are strictly prohibited from disclosing, sharing, or disseminating any confidential information without proper authorization.

By enrolling in the program, participants acknowledge and agree to maintain the confidentiality of all proprietary information and discussions that occur within the program. This includes, but is not limited to, business strategies, financial information, trade secrets, and personal experiences shared by other participants. Participants are responsible for ensuring the security of their own login credentials and taking necessary precautions to prevent unauthorized access to program materials and discussions.

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Coach Kaylee and her team will also take all reasonable measures to ensure the confidentiality and security of participant information. However, participants understand and acknowledge that absolute security cannot be guaranteed in the transmission and storage of digital information. Therefore, Coach Kaylee and her team shall not be held liable for any unauthorized access, use, or disclosure of participant information that occurs beyond their reasonable control.

By participating in the program, participants demonstrate their commitment to maintaining the highest standards of confidentiality and agree to abide by these terms. Any breach of confidentiality may result in immediate termination of program access and may also lead to legal consequences as per applicable laws and regulations.

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## Rules of Conduct:

At Coach Kaylee's program, we strive to create a positive, respectful, and inclusive learning environment for all participants. We expect all individuals to adhere to a code of conduct that promotes professionalism, mutual respect, and open-mindedness.

Participants are required to conduct themselves in a manner that fosters a supportive and collaborative atmosphere. Harassment, discrimination, or direct offenses towards Coach Kaylee, program staff, fellow participants, or any other individuals associated with the program will not be tolerated.

By enrolling in the program, participants agree to:

1. Treat others with respect, dignity, and professionalism, regardless of their background, gender, race, ethnicity, religion, sexual orientation, or any other protected characteristic.
2. Refrain from engaging in any form of harassment, including but not limited to verbal, written, or physical actions that create an intimidating, hostile, or offensive environment.
3. Communicate in a constructive and respectful manner, even when expressing differing opinions or providing feedback.
4. Avoid sharing or promoting content that may be discriminatory, offensive, or harmful to others.
5. Respect the confidentiality of others and refrain from sharing personal or sensitive information without proper authorization.
6. Report any concerns or incidents of inappropriate behavior to Coach Kaylee or designated program staff.

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Coach Kaylee and her team reserve the right to take appropriate action, including warning, suspension, or termination of program access, in the event of any violation of the code of conduct. Such actions will be implemented to ensure the integrity of the program and to create a safe and inclusive environment for all participants.

Participants play an essential role in upholding the code of conduct, and their commitment to these principles will contribute to a positive and enriching learning experience for everyone involved.

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## **Limitation of Liability:**

While Coach Kaylee's program strives to provide valuable content, guidance, and support, it is important to understand that the program's outcomes and results may vary for each participant. Coach Kaylee and her team cannot guarantee specific results, financial or otherwise, as the success of any business endeavor is influenced by various factors beyond their control.

Participants acknowledge that any information, strategies, or recommendations provided within the program are for educational and informational purposes only. They are not professional, legal, or financial advice. Participants are encouraged to seek independent professional advice tailored to their specific circumstances before making any business or financial decisions.

Coach Kaylee and her team will not be held liable for any direct or indirect damages, losses, or expenses incurred by participants as a result of their participation in the program, including but not limited to financial losses, business disruptions, or any other damages arising from the use or reliance on the program's content, materials, or recommendations.

Participants are responsible for their own actions, choices, and decisions based on the information and resources provided within the program. It is important to conduct due diligence, exercise sound judgment, and assess the applicability of any program content or recommendations to their unique situations.

By participating in the program, participants acknowledge and accept these limitations of liability. They understand that Coach Kaylee and her team are not responsible for individual outcomes or the success or failure of their businesses. Participants agree to hold Coach Kaylee, her team, and associated entities harmless from any claims, damages, or liabilities that may arise from their participation in the program.

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These limitations of liability apply to the fullest extent permitted by law and are an integral part of the terms and conditions governing participation in Coach Kaylee's program.

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## **Termination and Refunds:**

Participants in Coach Kaylee's program understand that their enrollment in the program is subject to compliance with the program's terms and conditions. Coach Kaylee and her team reserve the right to terminate a participant's access to the program, at their discretion, for any violation of the terms and conditions or for any conduct that is deemed detrimental to the program or its participants.

In the event of termination, participants will not be eligible for any refunds or reimbursements for fees paid unless otherwise specified in the program's refund policy (3-day grace period). It is the participant's responsibility to review and understand the refund policy prior to enrolling in the program.

Refunds, if applicable, will be provided according to the terms outlined in the refund policy (3-day grace period of the 1:1 program). Participants must adhere to the specified procedures and timeframes for requesting refunds, if available.

Please note that certain circumstances, such as violations of intellectual property rights or breach of confidentiality, will result in immediate termination without the possibility of a refund.

Participants are encouraged to address any concerns or issues with Coach Kaylee or designated program staff before considering termination or requesting a refund. Coach Kaylee and her team are committed to resolving disputes and finding mutually satisfactory solutions whenever possible.

By enrolling in the program, participants acknowledge and accept the termination and refund policies outlined herein. They understand that adherence to the program's terms and conditions is essential to maintaining program access and eligibility for any applicable refunds.

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## **Access to Program Modules:**

All participants of Coach Kaylee's program are granted the right to access the program's modules for the duration of the program's existence. As long as the program is active and accessible, participants will retain the privilege of utilizing the program's content, resources, and training materials.

Coach Kaylee and her team are committed to providing a comprehensive and valuable learning experience. The program's modules are designed to support participants in their journey towards personal and professional growth within the wealth niche.

Participants are encouraged to make the most of their access to the program's modules by engaging with the content, implementing the strategies, and leveraging the provided resources to enhance their learning and business development.

However, it is important to note that access to the program's modules is contingent upon the participant's adherence to the program's terms and conditions. Failure to comply with the terms may result in termination of program access, as outlined in the termination and refund policies.

By enrolling in the program, participants acknowledge and affirm their right to access the program's modules during the program's active duration, subject to their ongoing compliance with the program's terms and conditions. Coach Kaylee and her team are dedicated to facilitating a supportive learning environment and are committed to maintaining program accessibility for all participants as long as the program exists. Participants are responsible for maintaining their own passwords security.

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## **Modification of Terms:**

Coach Kaylee's program reserves the right to modify, update, or revise these terms and conditions at any time. Participants will be notified of any significant changes to the terms via program announcements.

It is the responsibility of participants to review and familiarize themselves with the most current version of the terms and conditions. Continued participation in the program after any modifications constitutes acceptance of the revised terms.

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Coach Kaylee and her team understand the importance of transparency and will make reasonable efforts to communicate any changes to the terms and conditions. However, it is recommended that participants periodically review the terms to stay informed of any updates or modifications.

Participants who do not agree with the modified terms and conditions may choose to terminate their participation in the program, subject to the termination and refund policies outlined in the terms.

By continuing their participation in the program after modifications to the terms and conditions, participants indicate their understanding, acceptance, and agreement to be bound by the updated terms.

## Contact Information:

SWK's direct email: [success@successwithkaylee.com](mailto:success@successwithkaylee.com)

Support Email: [theteamforsuccesswithkaylee@gmail.com](mailto:theteamforsuccesswithkaylee@gmail.com)

Number (U.S.-text only): 816-300-3701

## Business Mailing Address:

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Suite #1568

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United States

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SuccessWithKaylee™

