

Client Request for Consulting/Coaching Services

Juneau Economic Development Council (JEDC) provides confidential business consulting, coaching, and technical assistance by appointment through its Business Consulting Service. This service is provided at a low cost to business owners by JEDC staff and qualified professional subcontractors. Upon completing this **Client Request for Coaching/Consulting** form, you will be scheduled for a free, one-hour **Initial Consultation**.

There are two phases to JEDC’s Business Consulting Service. In **Phase 1**, client services are charged at a subsidized hourly rate of \$25.00/hour for up to twenty hours of consulting over a 60-day period. **Phase 2** begins after the initial 20 hours have been billed, provides up to 30 additional consulting hours at \$60.00/hour, and has a planned duration of six months. A deposit of the lesser amount of \$200.00 or 50% of projected fees is due prior to commencement of a consulting or coaching engagement.

To fulfill JEDC’s reporting requirements and to serve you better, we request that you provide the following information. You may save your entries and return to the form at a later time. When you’re ready to submit the form to JEDC, you may attach your saved form to an e-mail message to bcj@jedc.org, or print your completed form and fax it to 907-463-3929.

Your Contact Information

Your First Name MI Last Name

Co-Owner’s Name, if any

Company Name

E-Mail Address

Phone Fax Cell

Mailing Address (Street/POB, City/State/Zip)

Physical Address (Street & Zip)

Company Web Address

About Your Business

Date business operations started?

Do you have a business license?

Yes No

Do you have a written business plan?

Yes No In Progress

Total annual revenue for the past year?

How would you rate your personal credit?

Excellent Good Average

Poor Bankruptcy filed (date)

Are you current with your business tax fillings and payments?

Yes No

Do you regularly review financial statements and budgets?

Yes No

Please describe the nature of the service and/or counseling you are seeking:

I request business/financial consulting from JEDC. In consideration of JEDC's provision of consulting and/or technical assistance, I hereby waive all claims against JEDC, its personnel and subcontractors arising from its consulting and technical assistance services. I understand no work will be performed on my behalf until an approved Client Engagement Agreement is executed and a fee deposit is received.

Signature

Date

Demographic Questions (optional)			
Your Age			Background/Race
21-30	31-40	Over 60	American Indian/Alaska Native
41-50	51-60		Asian/Pacific Islander
Your Gender			Black
Male	Female		White
Education (highest attained)			Other
Did not complete			Background/Ethnicity
HS/GED			Hispanic Origin
High School			Not of Hispanic Origin
Grad/GED			Veteran Status
Some College			Veteran
College Degree			Disabled Veteran
Some Grad School			Not a Veteran
Graduate Degree			