Encouragement Services Intake Form:

Encouragement Blossoms Services

Phone: .1866-524-4828 ext.2836

Fax: .1866.524-4828

Email: services@encouragementinthetrauma.org

Website :<http://encouragementinthetrauma.org>

Website for clients: <http://encouragement-blossoms.info>

**Services are online only, unless encouraging letters has been set in place with the clients.**

The purpose of Encouragement Services is to be an encouraging support system to those who are trying to over come post traumatic stress, those who have high levels of stress within their lives, and those who are in homeless situations. Our mission is to bring peace, calmness, comfort, and support in a client’s life to help the client handle stress issues in a more balanced way, and to enable the person to become more independent within their thinking skills.

REFERRAL SOURCE:

How did you hear about encouragement services? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What brought you to wanting to receive encouragement services?

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How are you expecting encouragement services to help you?

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Would you like to receive Christian encouragement services, general services of encouragement without Christian services, or Christian encouraging services and general services of encouragement?

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We offer a free three month term of encouragement services, six months, 12 months, 18 months, and 24 months. One may cancel their encouragement services at any time by calling or emailing us. We offer free encouraging emails in slides, power points, funny faces, Microsoft word documents, and sometimes a pdf. If one does not have a email address or access to a website we can send and prepare you the information in letters. As well, all we have to do is say if you want email and letters, emails and letters, encouraging phone calls, or you want to call us and we encourage you, or both encouraging phoning. Also, you have access to our clients’ only websites, presentations and radio shows that we will host for you. There is a three month form evaluation services that you fill out to see how we are serving and assisting you for the betterment of our services and you. We never share any information that you share with us. All information and files are kept private and confidential. If you want to sign up with an encouragement buddy one will be provided to you within 14-21 business days. Please ask for an encouragement buddy if you would like one, or sign up in writing for it when asked the specific services you are wanting.

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Encouragement Blossoms Services

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Website :<http://encouragementinthetrauma.org>

Website for clients: <http://encouragement-blossoms.info>

INDIVIDUAL CLIENT RIGHTS:

 You have a right to request confidential communications. Although all calls maybe recorded you have a right to be insured privacy and confidential services that your information will not be shared with anyone, if you do not want us to call you or leave a message on your phone please make us aware of this as this is your right. Although we need your real name for our records, you have a right to use another name for Encouragement Services sending and preparing your emails.

 You have a right to receive information we have on file for you by request and being that you pay the copy and mailing fees before we send you out the information. The general fee for this information is a $5.00 money order, and an twenty- one business days to search and mail out your records..

 You have a right to be respected as a person, and to have an input in the services that you would like to receive.

 CLIENT GRIEVANCE PROCEDURE: Any clients or persons on behave of the clients who would need to document a grievance regarding Encouragement Services please write down the person’s name if you know it, the date this happened, what was discussed or how you may have felt offended or violated in any way. Please sign the form that you are completing and writing (this can be something you have chosen to write up) write grievance form on it and email or fax the form to our toll.1866-524-4828. Please give us 21-30 calendar days to respond. Make sure you have a phone number, fax number, or address as to how you would like us to respond to you, along with your client name, Intake ID, and how you would like us to respond to you.

 HOW WE USE YOUR PERSONAL INFORMATION: We need your personal information on our forms for our record keeping as an non-profit organization, to show the number of people who are receiving our services by their client ID or Intake ID in case we ever received a grant for the services we offer, and so that Encouragement Services Team can know how we are growing as an organization and who exactly we need to target to help more clients to utilize our services. We never share your information unless the Government such as the Secretary of State required us to allow them to see the organization records concerning names such as Intake that we have completed. We never advertise your information or give your information to anyone. One may request certain information be sent to counselors etc. a form must be filled out for this.

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Client Signature that you received this form::\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date you receive this form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Encouragement Services Client Intake Form

**We offer a free three month term of encouragement services, six months, 12 months, 18 months, and 24 months. One may cancel their encouragement services at any time by calling or emailing us. We offer free encouraging emails in slides, power points, funny faces, Microsoft word documents, and sometimes a pdf. If one does not have email address or access to a website we can send and prepare you the information in letters, and post cards. As well, all you have to do is say if you want email and letters, emails and letters, encouraging phone calls, or you want to call us and we encourage you, or both encouraging phoning. Also, you have access to our clients’ only websites, presentations and radio shows that we will host for you. There is a three month form evaluation services that you fill out to see how we are serving and assisting you for the betterment of our services and yourself. Forms are filled out once every 3 months and 6 months that a person has been serviced with us. We never share any information that you share with us.**

**All information and files are kept private and confidential. If you want to sign up with an encouragement buddy one will be provided to you within 14-21 business days after you have signed up for the service. Please ask for an encouragement buddy if you would like one, or sign up in writing for it when asked the specific services you are wanting. We are not counselors, psychiatrists, psychologists, or any other physicians, just encouraging buddies. We run an encouraging service and highly encourage you to please let your physician of your choice know that you are receiving free encouragement services as a support system for you. If for some reason you need us to share information such as how long you have been signed up with encouragement services, how we are assisting you as a support system, if you are apart of our groups of forums, chats, phone conversations, and need an extra packet of information sent to your physician please let us know. There is a information of release form for one to fill out in regards to this type of information that will only be used for the physician of your choice should you want the physician to know what type of support you are getting and how we are helping you bring more balance into your life. You are welcome to share our information of services with whom you like. Also, some clients would like us to share information with the person they are living with roommate, spouse, landlord as proof they are receiving some type of encouraging support service, you must fill out the same form as a physician form. Other than what you ask us if you ask us by a release form, we never share your information with anyone. Information can only be shared once with the person of your choice. Client Signature and date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please sign above the line stating that we gave you a copy of our privacy policies.

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Privacy Statement and Encouraging Services

Encouragement Services Questionnaire Form to receive our Services

Our Main Site: encouragementinthetrauma.org

Our tool bar: EncouragementBlossomsServices.OurToolbar.com

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City and State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Referral/how you hear about us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What term of Services would you like: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is this your 1st or 2nd term with us: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What type of Encouragement Services would you like: Christian/non-Christian, emails, letters, both emails and letters sent out, encouraging phone calls on a weekly basis, you call us on a weekly basis for encouragement, both phoning regarding encouragement, matched with an encouragement buddy, virtual classes concerning forgiveness, anger management, loving one-self, private or public chats or both, to be a guess on our radio show. Please circle and write down all that you would like to receive from Encouragement Services.

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To help us better serve you are you experiencing high stress levels in your life, homelessness, or have no support system set in place, or being abused: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you want us to call you specify the times and when please so that we can work together\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_How do you want us to contact you for free encouragement services: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email this form or fax this form to: services@encouragementinthetrauma.org/

Fax number is 1-866-524-4828 to call in and have us send you a self-addressed envelop to mail in, please call 1-866-524-4828 ext.2836 for this free service. **Please allow us 14-21 business days to process your information in our system and to start receiving encouragement services.**

Encouragement Services Share Your Story and your Needs Form

Our Main Site: encouragementinthetrauma.org

Our tool bar: EncouragementBlossomsServices.OurToolbar.com

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City and State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Do you care to share your story with us, please share the story here? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What are some of your needs that you would like to see met with us or that we can help you find:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Your Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Email this form or fax this form to: services@encouragementinthetrauma.org/

**Fax number is 1-866-524-4828 to call in and have us send you a self-addressed envelop to mail in, please call**

 **1-866-524-4828 ext. 2836 for this free service. Please allow us 7-10 business days to process your information in our system and to start receiving encouragement services, in some cases it may take 14-21 business days to process your information within our system.**

Encouragement Services Right To Terminate Services

**Our Main Site: encouragementinthetrauma.org**

**Our tool bar: EncouragementBlossomsServices.OurToolbar.com**

**Encouragement Services Terms and Conditions: Please only sign this form if you understand these terms and conditions of Encouragement Services and agree with the terms and conditions. All services of Encouragement Services are free of charge, services can be received on a three month term, six month term, twelve month term, eighteen month term, twenty four month term, and free five year membership term basis. Should our free services such as classes become a fee, we will notify you on our website client portal, through email, and letter head. Our virtual classes if and should the classes price and booking online move from free to a price, the price will not go up more than a $1.00-$6.00 per session. The Encouragement Services will always be free unless otherwise changed and you will be notified 30 days before the change takes place. For clients who have signed up, the term will be free until the second term of encouragement ends, if there is ever a fee for Encouragement Services you can choose whether or not you want to pay for the service. You will know ahead of time by six –twelve months should Encouragement start charging for free Encouragement through our website advertisements, coupons, and specifying dates six months to a year in advance that a fee will be charged.**

**Encouragement Services has the right to terminate your services at anytime should you be disrespectful to our encouraging secretary or buddies. Further, we have the right to terminate services if you sign up for classes, bookings online, private chats, and phone encouragement and do not keep the appointment after a second time, without a 24-48 hour notice; some or all services will be terminated. Furthermore if chats, forums, blogs, classes, any program or function concerning Encouragement Services, and one speak with other clients or forms a relationships with our clients or encouraging buddies and secretary, and act, or behave in an irrational, disrespectful, inconsiderate sabotaging way such as rudeness, spreading rumors, having bursts of anger, showing, behaving, and conducting oneself in a disrespectful way; we have a right to terminate your services with us at anytime. Sending spyware, malware, & having wrong intentions such as causing trouble for signing up with Encouragement Services or sending spyware or malware to our clients, will result in the proper authorities being notified & your term will be terminated. It is Encouragement Services goal to help clients enjoy becoming more mentally, socially, and emotionally healthy, also, it makes it difficult for others to focus well if confusion, lying, rumors, & dishonesty is part of our social environment that Encouragement Services are striving to maintain healthy.**

**The Encouragement Services Team**

**Name of prospective client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of prospective Client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email this form or fax this form to: services@encouragementinthetrauma.org/**

**Fax number is 1-866-524-4828 to call in and have us send you a self-addressed envelop to mail in, please call 1-866-524-4828 ext.2836 for this free service. Please allow us 14-21 business days to process your information in our system and to start receiving encouragement services. One cannot start receiving Encouragement Services until all forms required are turned in.**

Encouragement Services Right To Terminate Client Sessions Services

**Our Main Site: encouragementinthetrauma.org**

**Our tool bar: EncouragementBlossomsServices.OurToolbar.com**

**Encouragement Services Terms and Conditions: Please only sign this form if you understand these terms and conditions of Encouragement Services and agree with the terms and conditions. All services of Encouragement Services are free of charge, services can be received on a three month term, six month term, twelve month term, eighteen month term, twenty four month term, and free five year membership term basis. Should our free services such as classes become a fee, we will notify you on our website client portal, through email, and letter head. Our virtual classes if and should the classes price and booking online move from free to a price, the price will not go up more than a $1.00-$6.00 per session. The Encouragement Services will always be free unless otherwise changed and you will be notified 30 days before the change takes place. For clients who have signed up, the term will be free until the second term of encouragement ends, if there is ever a fee for Encouragement Services you can choose whether or not you want to pay for the service. You will know ahead of time by six –twelve months should Encouragement start charging for free Encouragement through our website advertisements, coupons, and specifying dates six months to a year in advance that a fee will be charged. We have the right to terminate services if you sign up for meditation, phone encouragement, prayer time, speaking life encouragement, and do not keep the appointment after a sixth time, if we call for your appointment or you are suppose to call in, and it is past 30 Minutes.**

**We allow a 30 minute gap for phone call sessions, and meditation sessions, and speaking life sessions. However, if you are late more than six times, we reserve the right to change your scheduled time to a time that is more convenient for us. Without a 24-48 hour notice, some or all services will be terminated. Please NOTE all services will be terminated after you are missing appointments for the sixth time. We take our client session services very seriously, and ask that you respect yourself, Encouragement Inc., and others who use this service by keeping your appointments or calling for an adjustment to be made please. This is a very serious service, and we want to help others through their emotional trauma, please be aware of this and we ask that you please respect this situation. Someone usually have a booking to complete when you have completed your sessions. Please note: All client sessions can only last one –two hours a day depending on the level of encouragement the person needs. On Mondays, Wednesday's, and Fridays sessions can last for up to one hour. On Tuesday and Thursday sessions can last up to two hours. On Saturday and Sundays sessions can last up to one and a half hours, as we are preparing to see other people and have other services that we need to take care of. If you are new to the meditation, and phone sessions the first 2 weeks of your service is two hours everyday until the 14th day of your service-this is to help uplift you out of negativity so that you can move forward on your own.**

**The Encouragement Services Team**

**Name of prospective client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of prospective Client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email this form or fax this form to: services@encouragementinthetrauma.org/**

**Fax number is 1-866-524-4828 to call in and have us send you a self-addressed envelop to mail in, please call 1-866-524-4828 ext.2836 for this free service. Please allow us 14-21 business days to process your information in our system and to start receiving encouragement services. One cannot start receiving Encouragement Services until all forms required are turned in.**

Encouragement Services Click Book & Book Fresh Online Bookings

**Our Main Site: encouragementinthetrauma.org**

**Our tool bar: EncouragementBlossomsServices.OurToolbar.com**

**Encouragement Services Terms and Conditions: Please only sign this form if you understand these terms and conditions of Encouragement Services and agree with the terms and conditions. Encouragement Services Incorporated is very honored and pleased to serve you with our free services of encouragement through phone calls, emails, letters, SKYPE services, online classes, online sessions, pod casts, our poetry, chat lines, e-cards, meditation, and encouraging calls. Encouragement Services know that your time is important, and we respect your time. As well, we have clients who call, email, and conduct chat lines with Encouragement Services who desperately need encouraging and a support system through Encouragement Services. For this very reason we ask that you please book appointments of chats, calls, online services, classes, and online sessions with Click Book at-least 72-96 hours in advance, this is 3-4 days in advance.**

**If there is a 24 hour service that needs to be made please call us at our International Line: 1866-524-4828 ext.2836 and state that this is an emergency or SKYPE us with an SMS TEXT message. If you are unable to keep your appointment please call us or email us within 24 hours. All appointments of any kind that is not kept will not be booked after a second time of not canceling in 24 hours if needed, or if you are not available for services. We offer a very serious service, and serious inquiries are only what we expect, all others will be reported to the proper authorities and will not be allowed to use Encouragement Services anymore. Please do not play on our sites, services, blogs, call lines, chats, emails, booking sites, pod casts, or any other services that Encouragement Services offer; Encouragement Services will not tolerate this type of behavior. Encouragement Services will respect you, and we ask that you please respect all of our services.**

**The Encouragement Services Team**

**http://spreaker.com/user/encouragement**

**International Phone Line: 1866-524-4828 ext.2836**

**services@encouragementinthetrauma.org**

**The Encouragement Services Team**

**Name of prospective client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of prospective Client: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email this form or fax this form to: services@encouragementinthetrauma.org/**

**Fax number is 1-866-524-4828 to call in and have us send you a self-addressed envelop to mail in, please call 1-866-524-4828 ext.2836 for this free service. Please allow us 14-21 business days to process your information in our system and to start receiving encouragement services. One cannot start receiving Encouragement Services until all forms required are turned in.**

services@encouragementinthetrauma.org

 THERE ARE SIX LEVELS OF ENCOURAGEMENT ONE MAYBE APART OF

**LEVEL ONE and LEVEL TWO:**

 **Level One Encouragement Service lasts for a three month period, and level Two Encouragement Services lasts for a period of six months. We send and prepare the encouraging emails that are completed on a biweekly basis for the first month, and afterwards a monthly basis. The encouraging emails, letters, or both sources are sent out starting on the 8th of every month and then the 21st of the month during the first month. Afterwards, the encouraging emails, letters, or both will be sent out on the 21st of every month. The emails will consist of a Microsoft document and a power point presentation concerning encouraging, how to over come life struggles, Christian encouragement for those who have signed up, and how to encourage yourself and others when facing various crisis situations. When it is time for your encouragement to end, we will send you a notice a week before stating the terms of service of encouragement that you signed up for.**

 **Please note, the condition to signing up for a three month term or six month term is that you decide what type of encouragement you need, because once you do a term of encouragement with us you may always use our client portal website for the encouraging within the portal, to stay updated with what is going on with our services, use any coupons that we have available on the portal site, previous clients may call in for prayer, advice, or to speak with an encouragement buddy, are invited to virtual classes and chats that we have available, and other programs that are available with Encouragement Services. However, one have to wait until another year from the last calendar date to sign up again for our free encouraging services; unless you live within our targeting area states, or targeted area countries. If you live within our targeted area states, you may sign up for a second term of encouragement services within 30 days if you like, the sign up is for any period between 12-24 months. One may terminate their free service with Encouragement Services at anytime. Please note if a termination happens in this manner, one would have to wait two years later in order to receive the services again; to give the person a chance to decide whether they really want the service, or if the person needs to be in another support group that would benefit the person.**

 **As well, clients who want to receive phone encouragement will receive weekly calls that last no more than 10-15 minutes. Our calls are usually completed on a Friday between 8:00a.m.-10:00p.m., unless clients request a time for us to set up differently with the person. If clients are requesting to just call in for encouragement or to speak with an encouraging buddy, calls are limited to 20 minutes and the client may call 3 times a week between 10:00a.m.-10:00p.m. It is best to try to set a time up with our service for this encouragement as we may be out of the office during the times one may call. Please note the states and countries we target below. Please only email our department with the specific email we give you. In order to access the client portal, clients would need a pass word, please email us directly or call our encouragement team directly to receive your password for the client portal.**

**States Encouragement Services Target:**

**1. Arizona 2. Connecticut 3. Colorado 4. Hawaii 5. Iowa 6. Kansas 7. Massachusetts 8. Minnesota 9. Missouri**

 **10. Montana 11. Nebraska 12. Oregon 13. Texas 14. Washington 15. West Virginia**

**Countries Encouragement Services Target:**

**1. Africa 2. Canada 3. Israel 4. Jamaica 5. Puerto Rico 6. Virgin Islands**

services@encouragementinthetrauma.org

 THERE ARE SIX LEVELS OF ENCOURAGEMENT ONE MAYBE APART OF

**LEVEL THREE and LEVEL FOUR:**

 **Level Three Encouragement Service lasts for a twelve month period, and Level Four Encouragement Services lasts for a period of eighteen months. We send and prepare the encouraging emails that are completed on a biweekly basis for the first month, and afterwards a monthly basis. The encouraging emails, letters, or both sources are sent out starting on the 8th of every month and then the 21st of the month during the first month. Afterwards, the encouraging emails, letters, or both will be sent out on the 21st of every month. The emails will consist of a Microsoft document and a power point presentation concerning encouraging, how to over come life struggles, Christian encouragement for those who have signed up, and how to encourage yourself and others when facing various crisis situations; and from time to time (once every two months encouraging cards will be sent out. We will match the client with an encouragement buddy within a three month period based upon the type of service the client needs, and if the client want to proceed with the encouragement buddy system. When it is time for your encouragement to end, we will send you a notice a week before stating the terms of service of encouragement that you signed up for.**

 **Please note, the condition to signing up for a twelve month term or eighteen month term is that you decide what type of encouragement you need, because once you do a term of encouragement with us you may always use our client portal website for the encouraging within the portal, to stay updated with what is going on with our services, use any coupons that we have available on the portal site or any place where we advertise our coupons, previous clients may call in for prayer, advice, or to speak with an encouragement buddy, are invited to virtual classes and chats that we have available, and other programs that are available with Encouragement Services. Clients will also be invited to reunions, picnics, and have certain pages to access on our client portal only through passwords, there are podcasts you will be able to access only through our client portal each with a different password. However, one have to wait until another year from the last calendar date to sign up again for our free encouraging services; unless you live within our targeting area states, or targeted area countries. If you live within our targeted area states, you may sign up for a second term of encouragement services within 30 days if you like, the sign up is for any period between 12-24 months. One may terminate their free service with Encouragement Services at anytime. Please note if a termination happens in this manner, one would have to wait two years later in order to receive the services again; to give the person a chance to decide whether they really want the service, or if the person needs to be in another support group that would benefit the person. One may sign up for two terms of encouragement.**

 **As well, clients who want to receive phone encouragement will receive weekly calls that last no more than 10-15 minutes. Our calls are usually completed on a Friday between 8:00a.m.-10:00p.m., unless clients request a time for us to set up differently with the person. If clients are requesting to just call in for encouragement or to speak with an encouraging buddy, calls are limited to 20 minutes and the client may call 3 times a week between 10:00a.m.-10:00p.m. It is best to try to set a time up with our service for this encouragement as we may be out of the office during the times one may call. Please note the states and countries we target below. Please note the states and countries we target below. Please only email our department with the specific email we give you. In order to access the client portal, clients would need a pass word, please email us directly or call our encouragement team directly to receive your password for the client portal, and for clients pages that are for the clients who receive 12-24 months of services.**

**States Encouragement Services Target:**

**1. Arizona 2. Connecticut 3. Colorado 4. Hawaii 5. Iowa 6. Kansas 7. Massachusetts 8. Minnesota 9. Missouri**

 **10. Montana 11. Nebraska 12. Oregon 13. Texas 14. Washington 15. West Virginia**

**Countries Encouragement Services Target:**

**1. Africa 2. Canada 3. Israel 4. Jamaica 5. Puerto Rico 6. Virgin Islands**