



AWEEc
Counselor/Client Understanding
of Expectations & Financial
Information Disclaimer

Congratulations on your choice to work with the Arizona Women’s Education and Entrepreneur Center (AWEEc). We are committed to helping you build your skill set and a better business.

What You Can Expect From Us

- Education and guidance from experienced business counselors and quality education programs
- Help in developing a clear path toward accomplishing your goals
- Objective and constructive feedback about your progress toward your goals
- Courteous and respectful treatment from all AWEEc staff
- Total confidentiality regarding all of the information we discuss
- Prompt personal attention from Center management to resolve any problems or complaints about the service you receive
- Follow up contact from AWEEc personnel regarding your business’s economic impact

What We Expect From You

- Communicate honestly and directly regarding all aspects of your business
- Follow through on the work you and the AWEEc agree is necessary to accomplish your goals
- Be open-minded about alternatives your business counselor or education provider suggests
- Provide a minimum of 24 hours’ notice if you are unable to keep any appointment with a business counselor
- Assist us by providing feedback about the quality of service you received from us, the progress of your business, and by responding to a survey periodically.
- Respond to requests for information from AWEEc personnel regarding your business’s economic impact

AWEEc program funding is evaluated according to economic impact produced. You will be contacted to obtain updated information regarding your business’s economic impact (jobs, increase in sales, etc.). You, as a client, are expected to respond with accurate feedback

Client Financial Information Disclaimer/Client Representation

When AWEEc provides client with assistance in preparing financial plans, pro forma financial statement, or other types of reports or forecasts, it is understood that all source and input data and, assumptions about such data will be provided by the owner/officers of the company, not the AWEEc. The AWEEc will not be responsible for validating data.

Neither the AWEEc nor its staff is permitted to represent, negotiate or advocate on behalf of the client or the client’s company under any circumstances.

Client reaffirms and agrees to the above.

Client Signature

Date

AWEEc Signature

Date