

From Solo VA To Agency Owner

Programme Terms & Conditions

Effective Date: 26th May 2026

By enrolling in, purchasing a place on, or accessing any part of the From Solo VA To Agency Owner programme (“the Programme”), you agree to the following Terms & Conditions.

1. Overview

More Than A VA (“we”, “us”, “our”) provides From Solo VA To Agency Owner, a six-week live group coaching programme designed to help established virtual assistants scale their solo business into a profitable, sustainable agency by hiring and managing associates. The Programme includes live group coaching sessions, a bonus onboarding session, templates and tools, session replays, and a period of complimentary membership access as set out below.

2. The Programme

Your place on the Programme includes:

- Six (6) live group coaching sessions delivered weekly on the published dates and times (UK time).
- One (1) bonus Growth Essentials demonstration session held before the Programme begins.
- One (1) month of complimentary Growth Essentials Membership access (see section 6).
- Templates, calculators, planners, and done-for-you agreement, onboarding and vetting processes.
- Recorded replays of the live group sessions, made available within the Programme area.

Session dates, times, and content are correct at the time of enrolment. We reserve the right to make reasonable changes to the schedule, format, or content where necessary, and will give you as much notice as possible of any significant change.

3. Fees, Discounts & Bonuses

The standard fee for the Programme is £197. Promotional discounts and fast-action bonuses may be offered for a limited time and are subject to the following conditions:

- Any early-bird or promotional discount applies only where full payment or a valid payment arrangement is completed before the stated deadline.
- Fast-action bonuses are awarded only where enrolment is completed before the stated bonus deadline. Bonuses have no cash value and cannot be exchanged or refunded.
- Advertised deadlines are final. We are not able to apply an expired discount or bonus after its deadline has passed, regardless of the reason for late enrolment.

All fees are payable in advance. Where a payment plan is offered, your place is confirmed on receipt of the first instalment and you remain liable for all remaining instalments.

4. Booking, Cancellation & Refunds

Due to the live, time-limited, and digital nature of the Programme, and the immediate value delivered through access to materials and live coaching, all sales are final and no refunds are issued once payment has been processed.

If you are unable to attend a live session, a replay will be made available so that you do not miss the content. Non-attendance at one or more live sessions does not entitle you to a refund or transfer.

In the unlikely event that we cancel the Programme entirely before it begins, you will be offered a place on the next available cohort or a full refund.

5. Access & Replays

Programme materials, replays, and resources are made available within the Programme area for your use during the Programme and for a reasonable period afterwards. We may withdraw or update access to materials over time and recommend you download any resources you wish to keep.

6. Included Growth Essentials Membership

Your place includes one (1) month of complimentary Growth Essentials Membership access. Unless you cancel before the end of the complimentary month, membership will continue and be billed at the standard monthly rate in accordance with the separate More Than A VA: CRM & Membership Terms & Conditions, which apply in full to that membership. It is your responsibility to cancel before renewal if you do not wish to continue.

7. Intellectual Property

All Programme content — including coaching materials, recordings, templates, calculators, planners, agreements, workflows, and vetting and onboarding processes — is the intellectual property of More Than A VA. You are granted a non-exclusive, non-transferable licence to use these materials within your own virtual assistant business only.

You are not permitted to:

- Resell, distribute, publish, or share any Programme materials or recordings.
- Reproduce, repackage, or present the Programme content as your own.
- Share your login details or provide Programme access to any person who has not enrolled and paid.

The done-for-you agreements and templates are provided as practical starting points. They are not legal advice, and you are responsible for ensuring any documents you use are suitable for your circumstances (see section 9).

8. Your Responsibilities & Conduct

The Programme is a supportive group environment. By taking part, you agree to:

- Treat the coach and other participants with respect at all times.
- Keep information shared by other participants within the group confidential.
- Not record, screenshot, or share live sessions or group discussions without permission.
- Use the Programme and its community for their intended purpose only.

We reserve the right to remove any participant from the Programme, without refund, where their conduct is abusive, disruptive, or in breach of these Terms.

9. No Guarantee of Results

The Programme provides coaching, guidance, tools, and strategy to help you scale your business. It does not guarantee any specific income, level of growth, or business outcome. Your results depend on many factors including your own effort, circumstances, market conditions, and how you apply what you learn. Nothing in the Programme constitutes legal, financial, tax, or accounting advice, and you should seek independent professional advice before acting on matters such as contracts, employment status,

insurance, or tax.

10. Data & Privacy

Any personal information you provide in connection with the Programme will be handled in accordance with applicable data protection law (UK GDPR). You are responsible for ensuring that any client or associate data you handle in your own business complies with your own data protection obligations.

11. Modifications

These Terms may be updated from time to time. You will be notified of any significant changes. Continued participation in the Programme after any update will indicate your agreement to the revised Terms.

12. Contact Us

For questions about the Programme or these Terms, please contact:

support@morethanava.org

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