

## CLIENT INFORMATION QUESTIONNAIRE

**Please complete and return to your Personal Trainer or to the reception desk at least 2 days prior to your first scheduled session.**

All information received on this form will be treated as strictly confidential. Please fill out the forms **completely and accurately**. This information is essential to helping your trainer develop a program that addresses your needs, goals, and is safe and effective.

Name: _____		Date of Birth: ____/____/____		Age: _____	
		M	D	Y	
Address: _____		City _____		State _____	
Street				Zip Code	
Phone: _____ (cell)		_____ (o)		_____ (fax)	
Email address: _____					
Occupation: _____			Emergency Contact: _____		
Relationship: _____		Phone Number: _____			
Physician's Name: _____			Physician's Phone: _____		
Physician's Address: _____					
Street		City		State	
				Zip Code	
Your personal trainer will send information and seek clearance and instruction regarding your physical exercise program to your physician unless you request otherwise.					

**Please provide 24 hour notice if you need to reschedule your Personal Training appointment.**

**PAR-Q FORM**

**Please Mark YES or No to the following:**

	YES	NO
Has your doctor ever said that you have a heart condition and recommended only medically supervised physical activity?	_____	_____
Do you frequently have pains in your chest when you perform physical activity?	_____	_____
Have you had chest pain when you were not doing physical activity?	_____	_____
Do you lose your balance due to dizziness or do you ever lose consciousness?	_____	_____
Do you have a bone, joint or any other health problem that causes you pain or limitations that must be addressed when developing an exercise program (i.e. diabetes, osteoporosis, high blood pressure, high cholesterol, arthritis, anorexia, bulimia, anemia, epilepsy, respiratory ailments, back problems, etc.)?	_____	_____
Are you pregnant now or have given birth within the last 6 months?	_____	_____
Have you had a recent surgery?	_____	_____

**If you have marked YES to any of the above, please elaborate below:**

Do you take medications, either prescription or non-prescription, on a regular basis? YES NO

What is the medication for?

How does this medication affect your ability to exercise or achieve your fitness goals?

**Lifestyle Related Questions:**

1) Do you smoke? YES NO If yes, how many per day?

2) Do you drink alcohol? YES NO If yes, how many glasses per week?

3) How many hours do you regularly sleep at night?

4) Describe your job: Sedentary Active Physically Demanding

5) Does your job require travel? YES NO

6) On a scale of 1-10, how would you rate your stress level (1=very low 10=very high)?

7) List your 3 biggest sources of stress:

a. b. c.

8) Do you regularly utilize the services of a massage therapist? YES NO

9) Is anyone in your family overweight? Mother Father Sibling Grandparent

10) Were you overweight as a child? YES NO If yes, at what age(s)?

**Fitness History:**

1) When were you in the best shape of your life?

2) Have you been exercising consistently for the past 3 months? YES NO

3) When did you first start thinking about getting in shape?

4) What if anything stopped you in the past?

5) On a scale of 1-10, how would you rate your present fitness level (1=Worst 10=Best)?

**Nutrition Related Questions:**

1) On a scale of 1-10, how would you rate your Nutrition (1=very poor 10=excellent)?

2) How many times a day do you usually eat (including snacks)?

3) Do you skip meals? YES NO

4) Do you eat breakfast? YES NO

5) Do you eat late at night? Often Sometimes Rarely Never

6) What activities do you engage in while eating? (TV, reading etc)

7) How many glasses of water do you consume daily?

8) Do you feel drops in your energy levels throughout the day? YES NO

If yes, when?

- 9) Do you know how many calories you eat per day? YES NO  
 If yes, how many?
- 10) Are you currently or have you ever taken a multivitamin or any other food supplements? YES NO  
 If yes, please list the supplements:
- 11) At work or school, do you usually: Eat out Bring food
- 12) How many times per week do you eat out?
- 13) Do you do your own grocery shopping? YES NO
- 14) Do you do your own cooking? YES NO
- 15) Besides hunger, what other reason(s) do you eat?  
 Boredom Social Stressed Tired Depressed Happy Nervous
- 16) Do you eat past the point of fullness? Often Sometimes Rarely Never
- 17) Do you eat foods high in fat and sugar? Often Sometimes Rarely Never
- 18) List 3 areas of your Nutrition you would like to improve:  
 a. b. c.
- 19) Would you like nutritional education or assistance from a professional coach? YES NO

**Exercise Related Questions:** Skip to next section if you are presently inactive.

- 1) How often do you take part in physical exercise?  
 5-7x/week 3-4x/week 1-2x/week
- 2) If your participation is lower than you would like it to be, what are the reasons?  
 Lack of Interest Illness/Injury Lack of Time  
 Other

3) For how long have you been consistently physically active?

4) What activities are you presently involved in?

**Cardio &/or Sports** Frequency/Week Average Length Easy/Mod/Hard  
 List Cardio/Sports:

Is cardio conditioning an area that you would like us to help you with? YES NO

**Strength Training** Frequency/Week Average Length Easy/Mod/Hard  
 List exercises:

Would you like assistance with your muscle conditioning program? YES NO

**Stretching** Frequency/Week Average Length

Would you appreciate some help with a stretching program? YES NO

5) Please check all the activities that interest you:

- |                           |                      |                     |
|---------------------------|----------------------|---------------------|
| Group Fitness Classes     | Snowshoeing          | Football            |
| Private Personal Training | Cross Country Skiing | Soccer              |
| Partner Training          | Hiking               | Swimming            |
| Boxing workouts           | Golf                 | Tennis              |
| Indoor Cycling            | Basketball           | Triathlon           |
| Pilates/Yoga              | Baseball             | Volleyball          |
| Running Programs          | Rockclimbing         | Kayaking            |
| Walking Programs          | Skiing/Snowboarding  | White Water Rafting |

**Developing Your Fitness Program:**

1. Please select how/when you prefer to exercise:

- a)            LARGE GROUPS      SMALL GROUPS      ALONE      COMBINATION
- b)            MORNING                      AFTERNOON            EVENING

2. Realistically, how often a week would you like to exercise?                      x/week

3. Realistically, how much time would you like to spend during each exercise session?

4. Based on your schedule and our facility location, where will most workouts take place?

- NWPT Club/Studio      Home      Another Gym      Outside      Work Gym

5. Based on your commitment, how often would you like to see a trainer to help you achieve your goals?

- 3x/week      2x/week      1x/week      1x/two weeks      1x/month

Other:

6. What are the best days during the week for you to commit to your exercise program?

- M      T      W      T      F      S      S

7. If you could design your own exercise program, what would an ideal training week look like to you? Please be specific. List your favorite activities, rest days, time spent, etc.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

**Goal Setting: How can we best help you? Please check all that apply.**

- |                           |                                       |                          |                     |
|---------------------------|---------------------------------------|--------------------------|---------------------|
| Lose Body Fat             | Develop Muscle Tone                   | Rehabilitate an Injury   | Nutrition Education |
| Start an Exercise Program | Safely Design a More Advanced Program | Sports Specific Training |                     |
| Fun                       | Increase Muscle Size                  | Motivation               | Other               |

In order to increase your chances of being successful at achieving your goals, a certain protocol should be followed. Please ensure all your goals are 'SMART'.

- S= Specific (Provide details, how long, how much etc.)
- M= Measurable (How will you measure whether you've reached your goals)
- A= Attainable (Be realistic, set smaller goals)
- R = Rewards-Based (Attach a reward to each goal)
- T = Time Frame (Set specific dates for goals)

1. Please list in order of priority, the fitness goals you would like to achieve in the next 3-12 months?
2. How important is it for you to achieve these goals?
 

a.	b.	c.	
Very	Semi	Not Very	
3. How long have you been thinking about achieving these goals?
4. How will you feel once you've achieved these goals? Be specific.
5. Where do you rate health in your life?
 

Low Priority	Medium Priority	High Priority
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6. How committed are you to achieving your fitness goals?
 

Very	Semi	Not Very
------	------	----------
7. What do you think is the most important thing your Personal Trainer can do to help you achieve your fitness goals?
8. Outline what you feel are the obstacles or your potential actions, behaviors, or activities that could impede your progress towards accomplishing your goals (i.e. not training consistently, upcoming vacation, busy season at work, not following the program, allowing other responsibilities to become a priority over exercise, etc.).
9. Outline 3 methods that you plan to use to overcome these obstacles:
 

a.	b.	c.
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**Miscellaneous Questions:**

1. How did you hear about us? Please check applicable source.

- |                                      |        |         |           |                         |               |               |
|--------------------------------------|--------|---------|-----------|-------------------------|---------------|---------------|
| Brochure                             | Google | Website | Newspaper | Drop-in                 | Word of Mouth | Referral Who? |
| Newspaper/Magazine Column or Ad      |        |         |           | Flier in Local Business |               |               |
| Which one?                           |        |         |           | Where?                  |               |               |
| Chamber of Commerce/Networking Event |        |         |           | Social Media            |               |               |
| Which one?                           |        |         |           | Which?                  |               |               |
| Other                                |        |         |           |                         |               |               |

2. Why did you choose to train with Northwest Personal Training instead of another organization? Please check all that apply.

Location	Personal Trainers	Cost	Customer Service	Word of Mouth
Referral	Programs	You heard we were the best	You know we are going to produce results	Other

- 3. How far do you live from our training studio? \_\_\_\_\_ miles
- 4. Which newspaper(s) do you read?
- 5. Which radio station(s) do you listen to?
- 6. What would cause you to discontinue training with us?

**The Gift of Fitness:** As a new client, we offer you the opportunity to give two friends a gift certificate for one complimentary training session and one week membership to our studio. We may both be able to make a huge difference in their lives. Please take the time to jot down the names of two friends, family members or co-workers whom you believe are ready to take action and achieve their health and fitness goals. We'll let you give them this gift and then we'll call them to schedule them for their first session.

Name \_\_\_\_\_ Phone \_\_\_\_\_

i.

ii.

**PARTICIPANT RELEASE AND KNOWLEDGE OF AGREEMENT**

- 1) I, \_\_\_\_\_, wish to participate in the exercise and training program offered by Northwest Personal Training (NWPT). I understand there are inherent risks in participating in a program of strenuous exercise; consequently, I have been examined by a physician of my choice and have obtained his/her approval for my participation in a fitness program within sixty (60) days of the date set forth below. No change has occurred in my physical condition since the date such approval was given which might affect my ability to participate in the fitness program. If a physician has not examined me, I agree to see a physician within sixty (60) days of the date set forth below to obtain his/her approval for my participation in a fitness program. If I choose not to see a physician prior to beginning a fitness program, I do so strictly at my own risk and against recommendation of NWPT. I also agree to provide NWPT with my physician's contact information so that NWPT may receive direct clearance and program recommendation/limitations from my physician. I further agree that NWPT and McMillan Active Group Inc shall not be liable or responsible for any injuries to me resulting from my participation in the fitness program (whether at home, at the training studio, outdoors, or at a corporate, commercial, residential or other fitness facility), and I expressly release and discharge NWPT, McMillan Active Group Inc., its owners, employees, agents and/or assigns from all claims, actions, judgments and the like which I or my heirs, executors, administrators or assigns may have or claim to have as a result of any injury or other damage which may occur in connection with my participation in the fitness program. This Release shall be binding upon my heirs, executors, administrators, and assigns. **I have read and understand this term: \_\_\_\_\_(initial)**
  
- 2) I understand that NWPT and McMillan Active Group, Inc. will make every reasonable effort to preserve the privacy of the information contained in this Client Information Questionnaire. I further agree that NWPT and McMillan Active Group, Inc shall not be liable or responsible to me for any inadvertent disclosure of the information contained in the Client Information Questionnaire and I expressly release and discharge NWPT, McMillan Active Group, Inc., its owners, employees, agents and/or assigns from all claims, actions, judgment and the like which I or my heirs, executors, administrators or assigns may have or claim to have as a result of any damage which may occur in connection with disclosure of private information contained in the Client Information Questionnaire. This release shall be binding upon my heirs, executors, administrators and assigns. **I have read and understand this term: \_\_\_\_\_(initial)**
  
- 3) I certify that the answers to the questions outlined on the PAR-Q form are true and complete to the best of my knowledge. I acknowledge that medical clearance is requested if I have answered "Yes" to any of the questions on the PAR-Q form. I understand and agree that it is my responsibility to inform all employees of any conditions or changes in my health, now and ongoing, which might affect my ability to exercise safely and with minimal risk of injury. **I have read and understand this term: \_\_\_\_\_(initial)**
  
- 4) I understand that I am not obligated to perform nor participate in any activity that I do not wish to do, and that it is my right to refuse such participation at any time during my training sessions. I understand that should I feel lightheaded, faint, dizzy, nauseated, or experience pain or discomfort, I am to stop the activity and inform my Personal Trainer, Group Fitness Instructor, or alternate staff. **I have read and understand this term: \_\_\_\_\_(initial)**
  
- 5) I understand the results of any fitness program cannot be guaranteed and my progress depends on my effort and cooperation in and outside of the sessions. **I have read and understand this term: \_\_\_\_\_(initial)**

- 6) I understand that all Private Personal Training rates are based on 25, 55, or 85 minute sessions and should I arrive late, I will not receive the full session with my trainer. In return, if my Personal Trainer is late for a session, I will still receive the full session time.  
**I have read and understand this term:\_\_\_\_\_ (initial)**
- 7) I understand that NWPT bills its Personal Training clients on a pre-pay basis. Once my trainer and I have decided upon the type of training package and payment plan I will purchase, payment must be made before the sessions are conducted. Credit cards, cash, and checks made payable to NWPT are all accepted. I understand that all Personal Training sessions are non-transferable and non-refundable. I also understand that all Private Personal Training sessions must be redeemed within one year of purchase.  
**I have read and understand this term:\_\_\_\_\_ (initial)**
- 8) I understand that NWPT operates on a scheduled appointment basis for all sessions and thus requires that I provide 24 hours' notice when canceling an appointment. No charge will be levied should I cancel with MORE than 24 hours' notice. Should I cancel a session with LESS than 24 hours' prior notice, I will be charged in full for that session. It is recommended that all cancelled sessions be rescheduled to ensure consistency and progress. **I have read and understand this term:\_\_\_\_\_ (initial)**
- 9) I understand that during a Personal Training or Group Training session, my trainer/instructor may have to touch my muscles or joints to correct alignment and/or to focus my concentration on a particular muscle area to be targeted. If I feel uncomfortable or experience any type of discomfort with this form of touch, I will immediately request that it be discontinued.  
**I have read and understand this term:\_\_\_\_\_ (initial)**
- 10) I understand that the usage of any nutritional supplements is done under my own will and has not been prescribed by my Personal Trainer or any other NWPT staff member.  
**I have read and understand this term:\_\_\_\_\_ (initial)**
- 11) I understand that should my Personal Trainer become ill or is away on holiday, another trainer will be assigned to me so that my fitness progress does not suffer. I also understand that in the event that my Personal Trainer is no longer employed by NWPT a suitable Personal Trainer will be re-assigned to oversee my program and workout sessions.  
**I have read and understand this term:\_\_\_\_\_ (initial)**
- 12) I understand that NWPT photographs many of their client events/sessions and I provide NWPT the absolute right and permission to use these pictures/images for any lawful promotional, advertising or marketing purpose.  
**I have read and understand this term:\_\_\_\_\_ (initial)**

I have read this Release and Terms of Agreement and I understand all of its terms. I sign it voluntarily and with full knowledge of its significance.

\_\_\_\_\_  
 CLIENT

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 GUARDIAN'S SIGNATURE

Required for clients 17 years old and younger

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 STAFF REPRESENTATIVE

\_\_\_\_\_  
 DATE



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