

The SÉANCE



PRESS KIT

PLEASE REVIEW CAREFULLY

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This PDF is fully interactive. Many icons, logos, selected text, and images are clickable links that will direct you to relevant websites or webpages for more information.

The terms "book" and "booking" are interchangeable with "schedule," "scheduling," and "scheduler."

The SÉANCE



The Séance

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PRESS KIT

***Thank you for sharing your experiences and expertise
as a guest on The Séance podcast.***

WHAT IS



The Séance is a pre-recorded podcast that explores the various mysterious aspects of the human condition. Our guests include metaphysical practitioners, paranormal researchers, spiritual and community leaders, scientists, academic researchers, investigative journalists, archaeologists, anthropologists, and more.

Many have inquired about our practice of recording episodes well in advance of their broadcast date. While this may be uncommon among typical podcast hosts, there are several strategic reasons for this approach that directly contribute to the overall quality of our network.

Conscious Radio Network™ operates as a one-person production, unlike many other podcasts that are supported by teams or crews. The founder, who also serves as the host and producer, must balance the responsibilities of a full-time job to cover the network's operational expenses. Additionally, as an active military reservist, the founder is required to fulfill duties during official federal or state emergencies and mandated drills.

By scheduling recordings 4 to 6 months ahead of the broadcast date, we ensure ample time to prepare each episode's media content and allow for necessary coordination with guests to confirm accuracy. Given these critical factors, it is essential to have this buffer to produce high-quality episodes.

We apologize for any inconvenience this scheduling approach may cause. If you have a time-sensitive story to share, please notify us during the scheduling process so we can adjust broadcast times as needed.

You were selected for your knowledge, expertise, and unique experiences. Your innovative approach in your field makes each interview particularly insightful. The goal of each episode is to inform the audience about the topic and, when applicable, provide practical strategies they can implement. (Please refrain from offering medical or legal advice unless you are a licensed or certified practitioner).

PREPARE FOR RECORDING



If you haven't yet booked a show with us, please visit the [TidyCal® Scheduler App](#). Be sure to review the information on the site before selecting your date ([see page 4 of this packet](#)). By booking a show, you also agree to the terms outlined in the *Podcast Guest Release* on [page 9](#), which you'll receive for review after scheduling.

TidyCal® will ask you the following while scheduling:

- Your Preferred Episode Title,
- Your Time Zone,
- Short Bio,
- Occupational Designations & Professional Titles,
- Social Media links,
- Three Questions;
- Clear Headshot Photo (*email to us separately*).

Your unique login URL will be provided via email and Google® Calendar following scheduling. Please note that all media created for your episode is meticulously crafted by hand using Canva® and does not involve AI-generated content, with the sole exception of automated processes used to remove poor-quality audio and/or video segments from the raw recording.



We use [Wave.video®](#) live studio for its user-friendly platform, accessible worldwide. Please use the Google® Chrome browser to access the platform. A strong internet connection is essential, so ensure you are in an area with a reliable signal. If using a mobile device, access the platform through the web browser rather than the app. For better audio quality, **please use external headphones and a microphone to minimize background noise.**

([See page 5 & 6](#) and [page 9](#) for devices).



BEFORE, DURING & AFTER RECORDING

Your recording session typically lasts 30-45 minutes. Afterward, we may edit the content, and your interview is subject to review before being broadcast. To reduce echo and background noise, please use independent earbuds or headphones with a microphone. For smartphone or tablet setup, refer to [page 7](#). You can schedule or book at any time, but the recording and broadcasting will not proceed until the guest release on [page 11](#). is signed. We will send a link for signing after scheduling and review. For instructions on completing the form, see [page 8](#).

Promote, Share & Engage

Let's share your message! Feel free to promote the episode before, during, and after its release. We encourage you to ask your clients, friends, and family to subscribe or follow the YouTube® channel, and to follow the podcast on their preferred listening platform.

LIKE OR FOLLOW US ON THE BELOW LINKS SO WE CAN TAG YOU WHEN WE PUBLISH YOUR MEDIA.



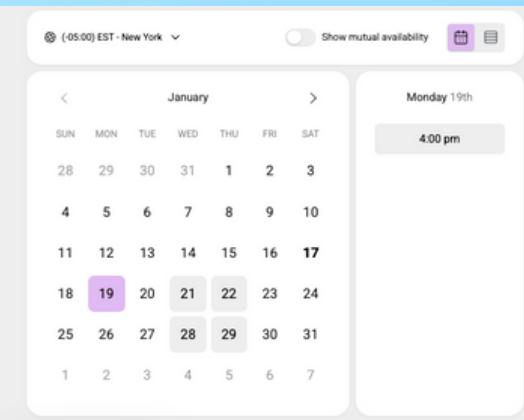
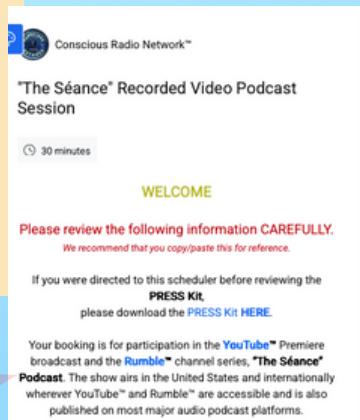
How to Book or Schedule Your Podcast Episode

CLICK OR TAP HERE TO:

Schedule Now

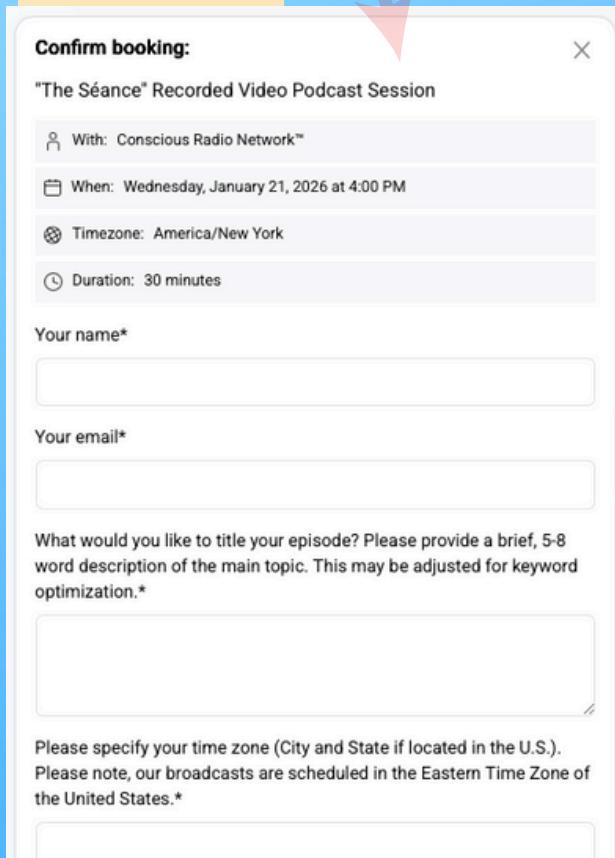
STEP 1

PLEASE read carefully all the info in the banner to the left by scrolling down before selecting your episode recording date.



STEP 4

Fill out the form



STEP 5

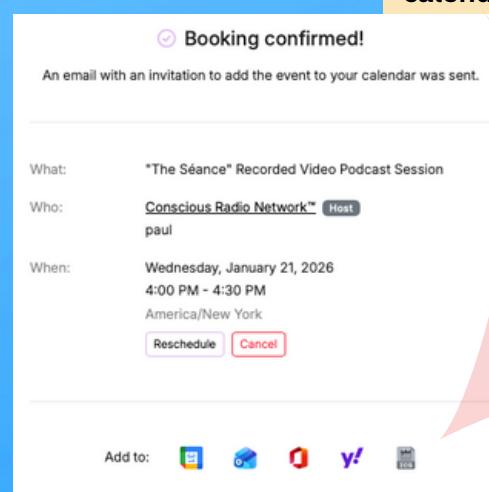
Finally, click "Book Event" when finished

Book event

Cancel

STEP 3
Select a time.

STEP 6
Select your online calendar notification



After submitting your event booking, you will receive an initial email from TidyCal® at the email address you provided. If you don't use Google® Calendar, you may choose another online calendar platform. Once we receive your booking, we will send you an updated Google® Calendar event notification (see page 7).

Recording Guest Guide

If you're reading this article, you've probably been invited to participate in a broadcast powered by Wave.video®. Congrats!

To ensure the BEST watching experience for yourself, your host and the audience, please, follow these tips.

Get the gear ready in advance

Before the recording session, make sure you have:

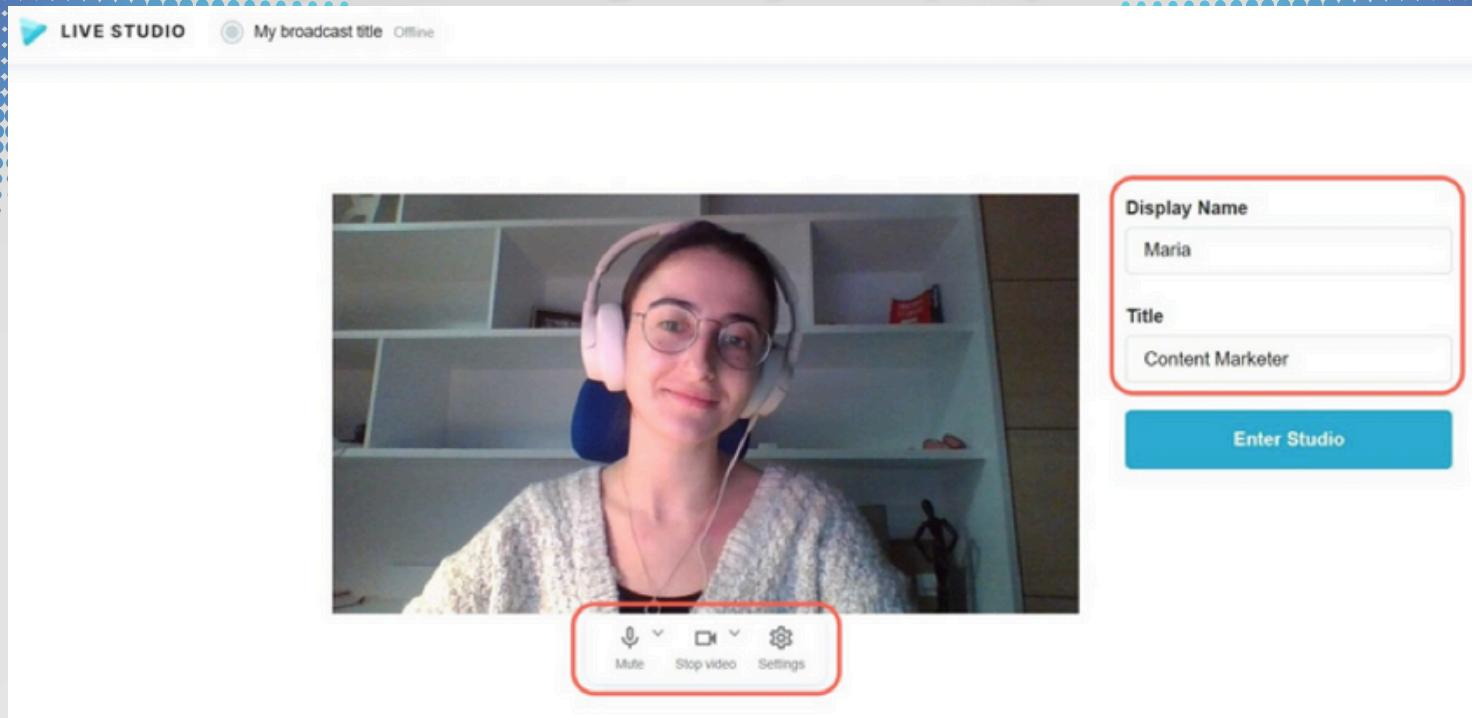
- A desktop or laptop featuring a web camera and microphone;
- A stable internet connection. We recommend using the cable connection over WiFi. Also, the best option is to use the Chrome browser.
- Headphones or earbuds to avoid echoing.  **AVOID OPEN SPEAKERS.**
- If using a mobile device, utilize LANDSCAPE mode, not PORTRAIT.
- Make sure you have adequate lighting.

How to join the recording studio

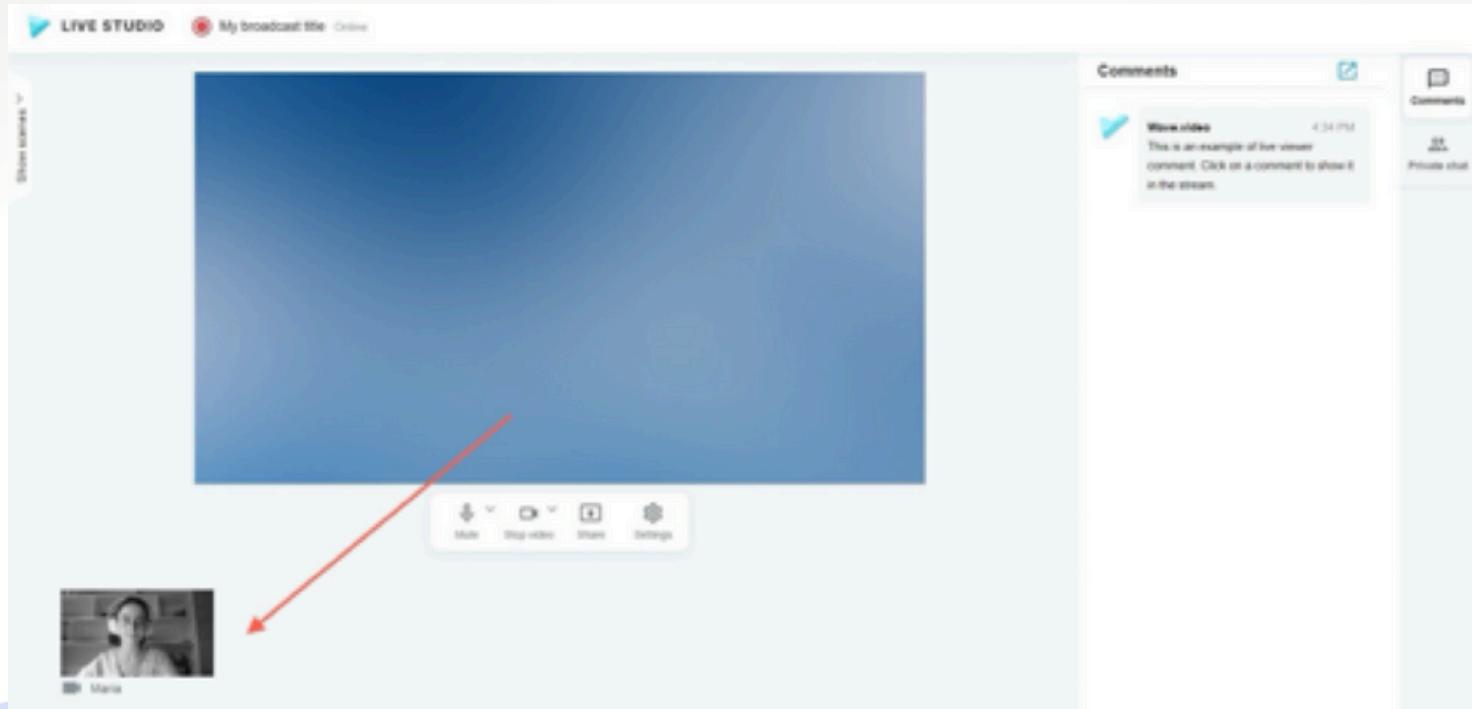
The host of the upcoming recording should share a link with you well in advance. Use this link to enter the Studio at the agreed time. First, you'll see a screen where you can

- Make sure you're using the right gear. Be sure to allow Wave.video to access your camera and mic.
- Enter your name (title is optional)
- Check out your video preview
- Access the studio.

Here's my guest Maria getting ready to join the studio.



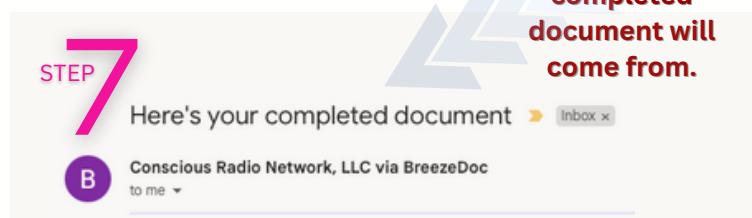
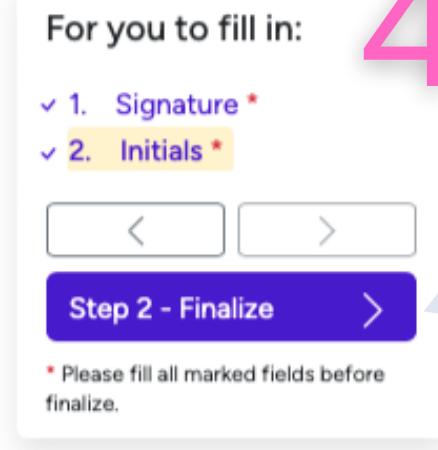
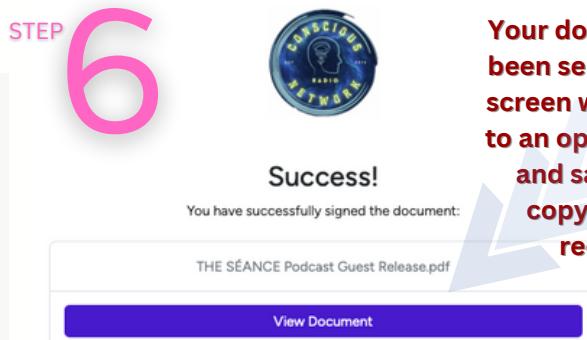
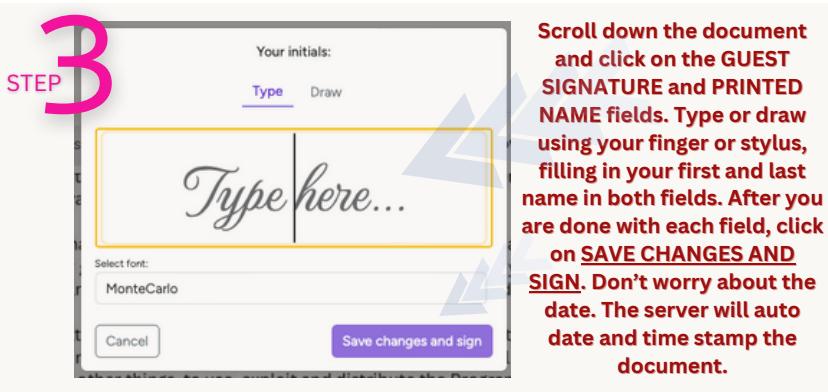
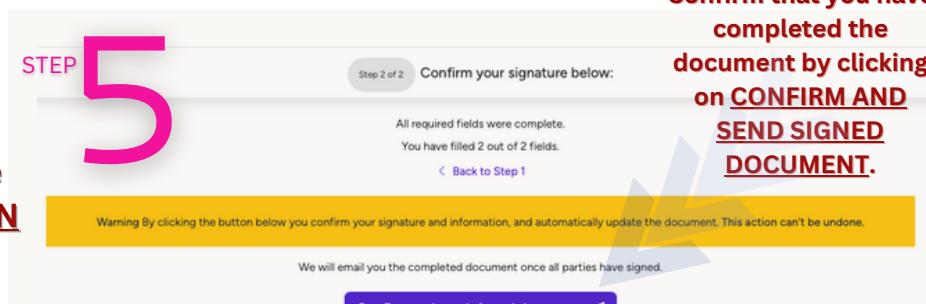
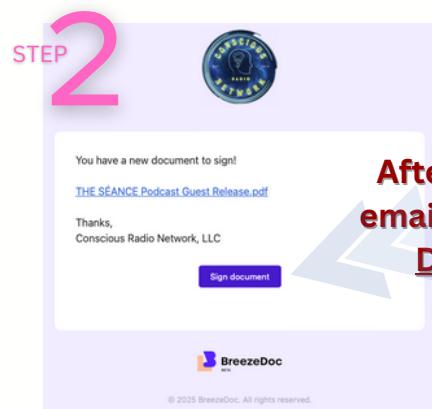
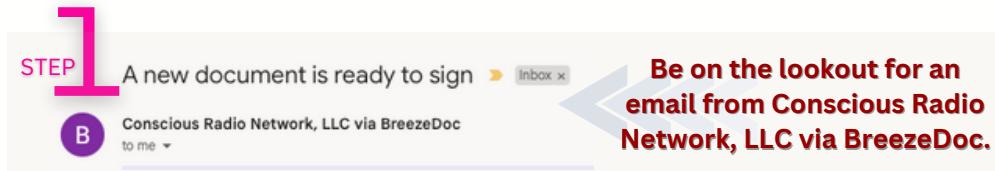
Once you're ready, press the "Enter Studio" button and join the event. You'll see yourself underneath the main screen in the feed. Your video won't be visible to anyone until the host adds it to the screen.



Once the host adds you to the screen and starts the recording session.

How to complete the Podcast Guest Release Form

After scheduling or booking your recording, you will receive an email from **Conscious Radio Network, LLC via BreezeDoc**. Please check both your inbox and spam folder for this document. We cannot proceed with recording without your consent. Below is a guide to help you complete the Podcast Guest Release Form.



Finding Your Booking Info (via Google® Calendar or Email)

The diagram illustrates the booking process through a series of overlapping and interconnected sections:

- INTERVIEW LOGIN:** The top section shows a Google Calendar interface for setting reminders. It includes fields for "Event details" and "Find a time", and a reminder for "https://wave.video/live/*****". A yellow box with a red arrow points to the "Add notification" button, with the text "YOU CAN EDIT OR SET YOUR REMINDERS ACCORDINGLY".
- PRESS KIT COPY:** A yellow box on the left contains the text "PRESS KIT COPY". A red arrow points from this box to the "Dear Guest" section of the booking confirmation email.
- INTERVIEW LOGIN & RECORDING DATE:** A yellow box on the right contains the text "INTERVIEW LOGIN & RECORDING DATE". A red arrow points from the "Recording Details" section of the booking confirmation to this box.
- SCROLL TO BOTTOM OF PAGE:** A blue double-headed arrow points between the booking confirmation and a TidyCal summary at the bottom.
- Reschedule or cancel:** The TidyCal summary at the bottom includes a link: https://tidycal.com/consciousradionetwork/the-seance-recorded-video-podcast-session/reschedule/*****. It also states "Created by TidyCal.com".
- A COPY OF THIS NOTIFICATION WILL ALSO BE EMAILED TO YOU.** A pink speech bubble on the left contains this text.
- TO CANCEL OR RESCHEDULE YOUR RECORDING SESSION** A yellow box on the right contains this text, with a red arrow pointing from the TidyCal summary to it.

Optional Gear

Want to optimize and perfect your podcasting experience and look & sound professional?

If you are looking for additional hardware such as headphones, microphones, or webcams that are compatible at a very low cost we have supplied here for you some options with adapters.

USB Microphone for
PC/Laptop/Phone



[SHOP NOW](#)

Wired Over Ear Headphones



[SHOP NOW](#)

3.5mm Combo Audio
Adapter



[SHOP NOW](#)

Apple Lightning to
3.5mm Adapter



[SHOP NOW](#)

1080P Webcam
(budget friendly)



[SHOP NOW](#)

Wired Headset w/ Mic



[SHOP NOW](#)

1080P Webcam
(High-end)



[SHOP NOW](#)

In-Ear Headphones
with Microphone



[SHOP NOW](#)

We do not sell these items nor receive any commission. These are just suggestions from past guests.

Agreement by and between [**CONSCIOUS RADIO NETWORK, LLC**] and its host **Rev. Dr. PAUL G. MECKES**] (the “Producer”), producer of the podcast entitled [**THE SÉANCE**] (the “Program”), and: the undersigned guest (the “Guest”, “I”, or “Me”) in connection with Guest’s appearance for an interview (or performance) (the “Interview”) for the Podcast. The parties hereby agree as follows:

CONSENT: Guest does hereby irrevocably consent to appear in the Program and to be recorded, filmed, videotaped or otherwise to have their voice and performance captured, reproduced and distributed. Guest further agrees that the Producer shall have the exclusive right to edit the content of and to make derivative works using the Interview. You consent to the use of artificial intelligence (AI) tools, including generative AI, in the production, marketing, and promotion of the Podcast. You understand and agree that AI tools may be used to analyze, edit, enhance, or otherwise process the Performance or Materials, including your image and/or voice., provided there is no material alteration to the content, meaning, tone, or character of the words originally spoken.

NAME & LIKENESS: Guest hereby irrevocably authorizes Producer to use Guest’s name, image, likeness, appearance, voice, professional and personal biography(ies) and all materials created by or on behalf of the Producer incorporating the same in perpetuity for any lawful purpose, including, but not limited to advertising, public relations, publicity, packaging, and promotion of Podcaster and its businesses, products, and services, without further consent and without payment of any royalty, payment, or other compensation.

OWNERSHIP: It is understood that Guest retains ownership of any copyrighted material provided during the Podcast, however the Producer is hereby granted a non-exclusive, perpetual, worldwide and royalty-free license to publish such copyrighted works in any and all media, whether now known or hereafter devised.

Guest further acknowledges that the Producer is the sole owner of all rights in and to the Interview, the recording(s) thereof, the Program, as “works made for hire” pursuant to 17 USC §101, et.seq., for all purposes; and that Producer has the unfettered right, among other things, to use, exploit and distribute the Program, and Guest’s performance as embodied therein in any and all media or formats, throughout the world, in perpetuity. To the extent this provision does not convey full ownership of the Interview Guest hereby irrevocably transfers, assigns, and otherwise conveys to Producer all of Guest’s right, title, and interest, if any, in and to the interview, including all copyrights and other intellectual property rights in the interview. Any materials created in connection with the production and distribution of the Program (“Materials”) become property of Producer, and Producer shall have the sole and exclusive right to use, exploit and distribute such Materials, throughout the world, in perpetuity

NO OBLIGATION TO USE: Nothing contained herein shall be construed to obligate the Producer to use or exploit any of the rights granted or acquired by Producer, or to make, sell, license, distribute or otherwise exploit the Program or Materials whatsoever.

NO ADDITIONAL CONSIDERATION: Guest understands and agrees that the opportunity of the Interview constitutes sufficient consideration hereunder, and that Guest shall receive no monetary compensation for appearances on and participation in the Program.

RELEASE; WAIVER: Guest hereby releases and discharges Producer from any and all liability arising out of or in connection with the making, producing, reproducing, processing, exhibiting, distributing, publishing, transmitting by any means or otherwise using the Program, and, to the fullest extent permitted by law, waives all legal and equitable claims (whether now known or later discovered) relating to the Program whatsoever.

AGREED AND ACCEPTED

Date: _____

[Rev. Dr. PAUL G. MECKES]

**EXAMPLE COPY ONLY
DO NOT SIGN**

Guest’s Signature

Printed Name

Privacy Policy

This privacy policy sets out how Conscious Radio Network, LLC uses and protects any information that you give Conscious Radio Network, LLC when you utilize our sites and third-party sites.

Conscious Radio Network, LLC is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our sites, then you can be assured that it will only be used in accordance with this privacy statement.

What we collect

We collect the following information:

- Name, job title or professional designation
- Contact information including email address, website URL's & social media URL's

What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping and episode archiving.
- We may use the information to improve our products and services.
- We may periodically send network newsletters, special offers or other information which we think you may find interesting using the email address which you have provided.
- After scheduling, we would use your information to contact you to send you updates or confirmation notifications for your scheduled recording or broadcast.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added, and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyze data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Links to other sites would include: TidyCal®, wave.video®, Patreon®, YouTube®, Rumble®, Apple® Podcast, iHeart Radio®, Spotify®, LibSyn®, TuneIn Radio®, Audacy®, Deezer®, Gaana®, Boomplay®, JioSaavn®, PlayerFM®, Facebook®, Instagram®, Twitter®, TikTok®, LinkedIn®, and affiliated or syndicated streaming television or podcast channel(s).

Controlling your personal information

We will NEVER sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

There is no single principal data protection legislation in the United States (U.S.). Rather, a jumble of hundreds of laws enacted on both the federal and state levels serve to protect the personal data of U.S. residents. At the federal level, the Federal Trade Commission Act (15 U.S. Code § 41 et seq.)

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at this address, ConsciousRadioNetwork@gmail.com - We will promptly correct any information found to be incorrect.