



FEB. 22 - 25, 2026 | LOS ANGELES

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AI @ ViVE | Podcast Guidelines

The AI Podcast episodes will be an executive interview series hosted by Sandy Vance with weekly episodes released year-round, ideally within a few weeks of being recorded.

If you would like to secure an air date to coincide with a marketing campaign or announcement that you are making throughout the year we will hold an available date. Pre-event air dates go very quickly. These dates are secured on a first come, first served basis.

Recording time must be scheduled ten days in advance of the air date to allow time for production. You can select a time to record your podcast episode with Sandy via [Calendly](#). Recording sessions are scheduled for one hour. Final recordings are edited down to about 20 - 25 minutes.

Upon selecting your recording time, you will be asked to submit the podcast guest's name, title, company, contact information, and a list of questions/topics. A calendar invite will be sent with a link to the Riverside.fm recording platform. Your guest will need to access this platform through a Chrome browser.

Guest Recording Instructions

- Please record from a place that is clear of outside noise. Make sure all alerts such as email, phone, and calendar are silenced.
- Please plan to use headphones for your recording.

Promotions

- Episodes will be published on the HLTH Community page, Spotify, Google, and Apple podcasts.
- ViVE will promote your podcast on social media but cannot guarantee that social posts will go out on the same day as the published episode.

Questions

- If you have any questions about your podcast, please reach out to Jaclyn Carpenter (jaclyn@counterpointsol.com).