It's Just Business with Lovie™
Guest Appearance & Media Release Agreement

Production of BusinessPro Consulting, LLC

VERSION 2.0 · EFFECTIVE OCTOBER 29, 2026

This agreement is between BusinessPro Consulting, LLC, the company that produces It's Just Business with Lovie™ ("we," "us," or "the Show"), and you, the guest ("you"). It explains what we may do with your appearance, what you may do with it, and how we handle questions or problems.

We wrote this agreement in plain language so it is easy to read. It is still a binding legal agreement. It starts when you accept it, and it covers the episode you are recording with us at that time. If you return for another episode, we will ask you to accept a new agreement for that episode.

> **At a Glance**
>
> - You keep ownership of your ideas, stories, and business property. We own the finished episode we produce.
> - We may publish and promote your episode. You may share it and use the clips we send you.
> - Compilations, ads, and endorsements need your approval first.
> - You are responsible for what you say. We are responsible for what we create.
> - If we disagree, we talk first, then use mediation and split its cost, before anyone goes to court.
>
> *This summary is for convenience. If it differs from the full sections below, the full sections apply.*

1. Your Appearance

You are joining us for an interview, Business Spotlight, Read With the Author™ segment, livestream, or other recording made for It's Just Business with Lovie™. You may record live with us, remotely, or on your own using a recording link we send you.

2. Permission to Record

You give us permission to record your voice, image, and video. You also give us permission to use your name, business name, title, logo, and the bio and photos you send us, for the uses described in this agreement.

Recording laws are different from state to state. By accepting this agreement, you agree to be recorded no matter where you are located when the recording happens.

3. Who Owns What

We own

The finished episode as we produce it. This includes the recording, our edits, intro and outro, music, graphics, captions, transcripts, and the It's Just Business with Lovie™ name and branding.

You own

Your ideas, stories, knowledge, and opinions. You also keep everything you owned before the episode, such as your business name, logo, trademarks, books, courses, and other work.

This agreement does not transfer ownership of your ideas or your business property to us. It is not a "work made for hire" agreement, and you are not assigning (giving away) your rights.

4. How We May Use the Episode

You give us a **non-exclusive license** to use your appearance. "License" means permission to use, not ownership. "Non-exclusive" means you keep the right to use your own words and ideas anywhere, and to give other people permission too.

This permission is free of charge, applies worldwide, and lasts for as long as the episode is published, including in our archive. We may use the episode, and parts of it, to:

- Publish the full episode in audio and video on podcast apps, YouTube, our website, and other platforms where the Show appears
- Create short clips, Reels, audiograms, quote cards, and transcripts
- Share the episode and clips on social media, in email newsletters, and on our website
- Promote your episode and the Show, including trailers and "coming up" previews

What needs your written approval first (email is fine)

- Using your appearance in a compilation, "best of," or highlight video that features several guests
- Using your appearance in an ad for any product, service, or sponsor
- Using your name or image in a way that suggests you endorse something
- Selling or licensing your episode to another company or network

5. How You May Use the Episode

We want you to share your episode. You may:

- Share the episode link and repost it on your website, social media, and newsletter
- Use the clips, quote cards, graphics, and promotional materials we send you
- Make your own short clips from the published episode to promote yourself and the episode
- Use your own words and ideas from the conversation anywhere, at any time

We ask that you:

- Credit It's Just Business with Lovie™ and link to the episode when you share it
- Avoid editing clips in a way that changes the meaning of what anyone said, or that suggests Lovie or the Show endorses you
- Ask us first before you sell the episode or run ads on the full episode

6. Editing and Production Tools

We edit for length, clarity, and sound quality. We may add music, graphics, captions, and our branding. We may also remove anything we believe could create legal or safety risk for you, for us, or for someone else. We will not edit your words to change their meaning or to misrepresent you.

We use software tools, including artificial intelligence (AI), for sound cleanup, captions, transcripts, translations, episode summaries, and promotional copy. We will not use AI to create statements you did not make, or to copy or recreate your voice or image saying something you did not say.

7. Before the Episode Goes Live

As a courtesy, we try to let you know the planned publish date before your episode goes live, by email or through your Guest Portal.

- If you notice a factual error, such as a wrong name, date, title, or business detail, please let us know as soon as you can. We will make agreed corrections within 14 business days.
- If you said something during the recording that you believe is inaccurate, private, or could harm someone, tell us before publication and we will review it with care.

Review requests do not delay publication unless we decide they should. If we agree that a change is needed, we may hold the episode, or take it down if it is already live, until the edited version is ready. The Show decides how and when edits are made, and we will keep you informed along the way.

8. What You Confirm

By accepting this agreement, you confirm that:

- What you share is true to the best of your knowledge, and you present your opinions as opinions

- You have the right to share the stories, photos, logos, and materials you give us
- You will not share anyone else's private or confidential information without their permission
- Your appearance does not break another agreement you have, such as a contract with an employer or client
- You are 18 or older, or a parent or guardian is signing for you

9. Each of Us Is Responsible for Our Own Part

You are responsible for your words and your materials. If someone brings a legal claim against us because something you said was false or harmful, or because you gave us material you did not have the right to share, you agree to cover our reasonable costs from that claim, including reasonable attorney fees.

We are responsible only for what we create. This means our own music, graphics, branding, and the host's own statements. We are also responsible if we break our promise in Section 6 by changing the meaning of your words. If someone brings a legal claim against you for one of these reasons, we agree to cover your reasonable costs from that claim, including reasonable attorney fees. We are not responsible for what you said, even though it appears in our episode.

Copies and fakes made by others. Neither of us is responsible for what other people do with the episode, such as copying it, editing it without permission, or creating fake or AI-generated versions ("deepfakes"). If either of us finds one, we will tell the other, and each of us may report it and ask for it to be removed.

Whoever learns of a claim first will tell the other promptly, and we will work together on the response.

10. Scheduling and Cancellations

- Please give at least 48 hours' notice to cancel or reschedule.
- A late cancellation or missed recording may lose the scheduled spot. We will try to find another time, but we cannot promise one.
- If we need to reschedule, we will tell you as early as we can. We are not responsible for costs caused by a schedule change.
- If technology fails or something outside anyone's control happens, such as a power, internet, or platform outage, neither of us is at fault, and we will try to reschedule.

11. Sharing the Episode Together

When your episode goes live, we will share it on our channels. Where you have given us your social media handles, we will tag you in our main episode post when the platform allows it. Your episode link and promotional materials will be available in your Guest Portal, so you can share them whenever you are ready.

We may post clips from your episode over time. We do not promise to tag you in every clip or to notify you each time we post.

We ask you to share the episode with your audience within 7 days, tag the Show, and use the official episode link. These are good-faith requests from both sides. Neither of us guarantees a set number of posts, tags, views, or results.

12. No Payment and No Partnership

Your appearance is voluntary. Neither of us pays the other unless we agree to it in a separate written agreement. Appearing on the Show does not make us partners, employers, or agents of each other, and it does not mean either of us endorses the other's products or services.

13. Respect and Privacy

We each agree not to make false or damaging statements about the other, our businesses, or our teams. This does not stop either of us from giving an honest opinion or from telling the truth to a court, a government agency, or a lawyer.

Please keep private anything we share with you that is not public yet, such as unreleased episodes, release dates, other guests, or our pricing and processes. This does not apply to information that becomes public through no fault of yours, or that the law requires you to share.

14. Removal Requests

Once an episode is published, it stays published unless we both agree to remove or change it, or a legal or safety issue requires it.

To make a request, email us with the episode title, the platform, the specific part, and your reason. We will reply within 5 business days.

- Requests involving a legal, safety, or privacy concern will be handled as a priority.
- For other requests, we will talk with you about options, such as trimming a section, and decide together.
- Any change we agree to will be confirmed in writing by email.

Please know that removing an episode from our channels cannot recall copies that listeners have already downloaded or shared. We may also remove or change content at any time to respond to a legal demand, a platform rule, or a safety concern, and we will let you know when we do.

15. If a Problem Comes Up After Publishing

If the episode becomes the subject of a legal complaint, a public controversy, or a safety threat, we each agree to:

- Tell the other in writing within 48 hours of learning about it
- Try to coordinate before making public statements about it, when the law allows
- Work together in good faith to respond accurately and professionally

16. Solving Disagreements

Step 1: Talk it through

Either of us can start by sending written notice of the concern. We will then have 30 days to work it out directly.

Step 2: Mediation

If talking does not resolve it, we will try mediation before anyone files a lawsuit. A mediator is a neutral person who helps both sides reach an agreement. Mediation is not binding unless we both sign a written settlement. It will take place online, or in person at a location in Virginia that we both agree on. We will split the mediator's fees equally, and each of us will pay our own attorney if we choose to use one.

Step 3: Court

If mediation does not resolve the matter within 60 days, either of us may go to court. Any lawsuit must be filed in a state or federal court located in Virginia.

Either of us may ask a court for an urgent order to stop ongoing harm, such as misuse of a name or logo, without waiting to finish Steps 1 and 2.

17. Limits on Responsibility

Neither of us can claim lost profits, lost business opportunities, or similar indirect losses from the other under this agreement. Except for Section 9 and for intentional wrongdoing, each party's total responsibility to the other under this agreement is limited to $1,000.

Neither of us controls comments or reactions from the public once an episode is published. We do not condone or support online bullying or harassment. We may hide, remove, or turn off comments on our posts at our discretion, and we encourage you to do the same on yours.

18. Our Records and Your Copy

When you accept this agreement, we save a record of your name, the email address linked to your Guest Portal, the date and time, the version number of this agreement, and the episode record it belongs to. Episode titles

and numbers are assigned later, so we connect your acceptance to your episode through our internal records. A copy of this agreement stays in your Guest Portal, where you can view or download it at any time. We keep our own copy of each version with your acceptance record.

Acceptance through the Guest Portal checkbox, or an electronic signature on this PDF, counts the same as a handwritten signature under the Virginia Uniform Electronic Transactions Act (Code of Virginia § 59.1-479 and following sections). Your acceptance confirms that you received and read this version.

If you already accepted this same version through PodMatch, we will ask you to confirm it once in your Guest Portal so that our records for your episode match.

We will send notices to the email address you gave us, and you can send notices to ijbpodcastteam@busproboost.com. A notice counts as received one business day after it is sent, unless it bounces back. Please let us know if your email address changes.

19. General Terms

- **Virginia law.** This agreement follows the laws of the Commonwealth of Virginia.
- **Complete agreement.** This is our full agreement about your appearance in this episode. It replaces all earlier versions of this agreement and any earlier conversations about this episode.
- **If one part fails.** If a court decides one part of this agreement cannot be enforced, the rest still applies.
- **Changes.** Any change must be in writing and agreed to by both of us. Email counts.
- **After publishing.** Sections 3 through 9 and 13 through 19 keep applying after the episode is published.

Acceptance

> **How to accept this agreement**
>
> You do not need to print or hand-sign this agreement. You may accept it in either of these ways:
>
> - Check the acceptance box in your Guest Portal, or
> - Type or draw your electronic signature on this PDF and return it to us.
>
> Either one is your legal signature. By accepting, you confirm that you have read, understood, and agree to this agreement.

GUEST

Electronic Signature: _____

Printed Name: _____

Business Name: _____

Title: _____

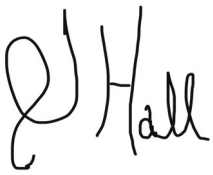
Email: _____

Recording Date (if scheduled): _____

Date: _____

THE SHOW

BusinessPro Consulting, LLC d/b/a It's Just Business with Lovie™ has signed this version and offers it to every guest on the same terms.

By (Authorized Signature): 

Name: _____

Title: Managing Partner

Date: October 29, 2026

What's New in Version 2.0

This page is a summary for your information. It is not part of the agreement terms.

Thank you for being part of It's Just Business with Lovie™. We listened to feedback from our guests and updated this agreement so that our terms are clearer, fairer, and easier to read. Here is what is different from Version 1.0:

- **Plain language.** Every section was rewritten in everyday words, with key legal terms explained where they appear.
- **Clear ownership.** You keep your ideas, stories, and business property. The Show owns the produced episode.
- **Your rights to share.** We improved this language from the original so it is fully transparent. Sharing your episode and using the clips and promotional materials we provide has always been part of being our guest. Section 5 now says so clearly.
- **Your approval for special uses.** Compilations, ads, endorsements, and licensing to other companies now require your written approval.
- **Shared responsibility.** You are responsible for what you say, and we are responsible for what we create. Limits on responsibility now apply to both sides equally.
- **A fair path for disagreements.** Mediation comes before court, and its cost is split equally.
- **A shared removal process.** Removal requests have clear steps, a response time, and written confirmation.
- **Records for both of us.** Your acceptance is recorded by version, date, and time, and your copy stays in your Guest Portal. The Show now signs each version too.
- **One agreement per episode.** Each appearance has its own agreement.

Earlier versions

Version 2.0 is clearer than earlier versions and removes some limits we overlooked before. It gives you more clarity and more control over your privacy and how your appearance is used, so we want every guest, past and present, to have the benefit of it. From October 29, 2026, Version 2.0 replaces all earlier versions for every episode.

If you accepted an earlier version and would rather keep those terms for your episode, simply email us at ijbpodcastteam@busproboost.com and we will honor that. We are always happy to talk through any questions with you.