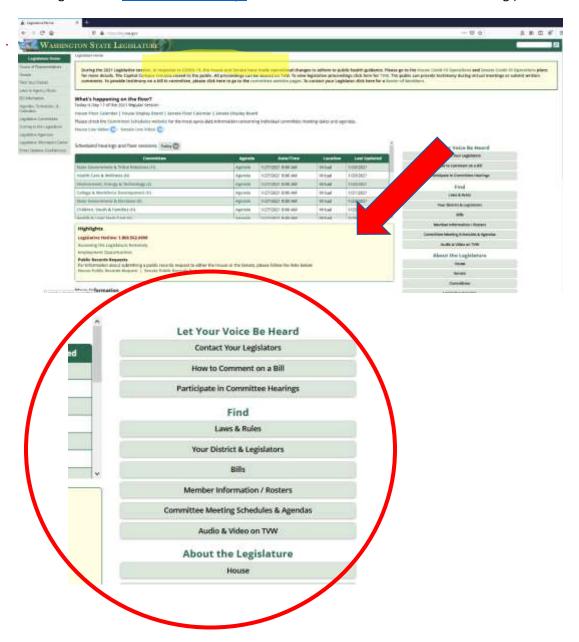
## **How to Sign-In or Submit Testimony on Bills Remotely**

## MAKE SURE YOU ARE ON A PERSONAL DEVICE; NOT A SCHOOL-PROVIDED DEVICE

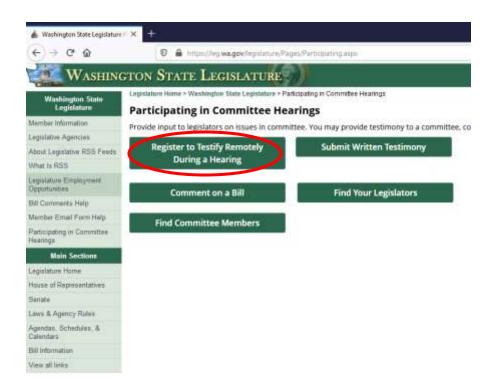
Step 1: Check this week's Take Action in Olympia on Our Voice for current bill information.

## Step 2: Go to www.leg.wa.gov

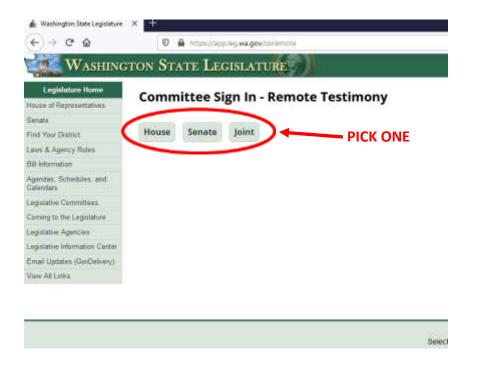
(note: You will need the date/time of the Committee meeting where your bill is being heard. To find this information you can check the most recent Take Action in Olympia on <a href="OurVoice">OurVoice</a> or look up the bill on the legislature's <a href="Bill Information Page">Bill Information Page</a> to see if it has been scheduled for a hearing.)



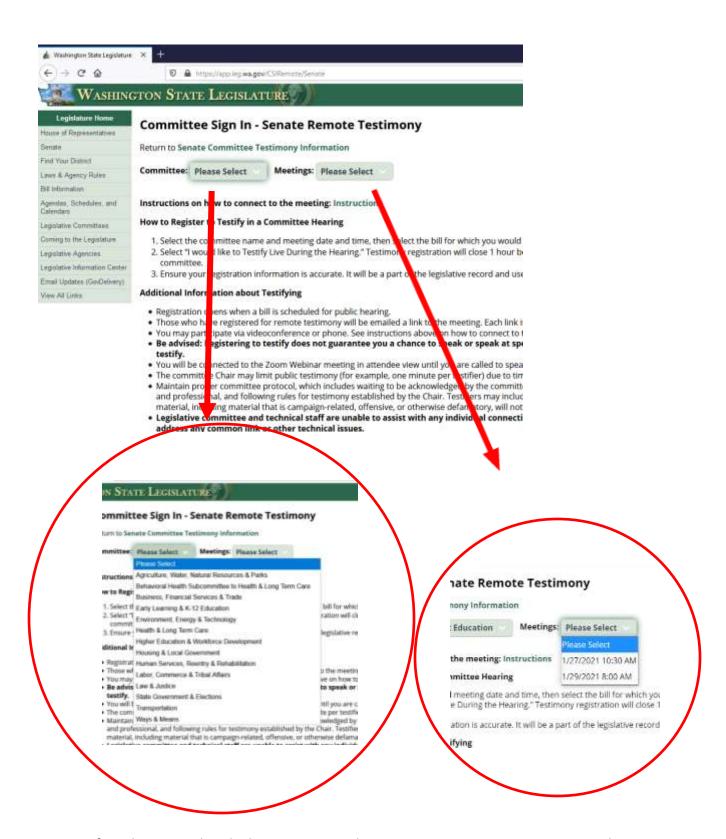
**Step 3:** On the front page, look for the heading that reads "Let Your Voice Be Heard". Under that heading, click the option that says "Participate in Committee Hearings."



Step 4: Select the option marked "Register to Testify Remotely During a Hearing."



**Step 5:** Select House, if the bill is being heard in a House Committee. Select Senate if the bill is being heard in a Senate Committee. Select Joint if the bill is being heard in a Joint Committee.



**Step 6:** If you have not already done so, review the instructions on How to Connect to the meeting (if you want to testify) and the general instructions on Testify & Submit Testimony.

**Step 7:** Select the name of the Committee where the bill is being heard. Next, select the date/time of the Committee meeting.



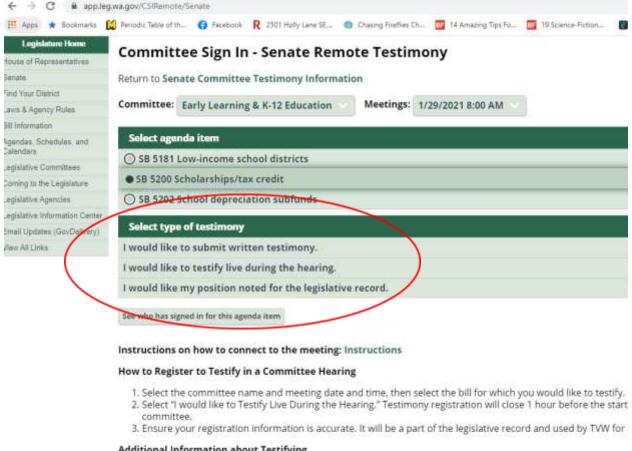
- low to Register to restily in a committee flearing
- 1. Select the committee name and meeting date and time, then select the bill for which you would 2. Select "I would like to Testify Live During the Hearing." Testimony registration will close 1 hour b
- Select "I would like to Testify Live During the Hearing." Testimony registration will close 1 hour to committee.
- 3. Ensure your registration information is accurate. It will be a part of the legislative record and us

## Additional Information about Testifying

- · Registration opens when a bill is scheduled for public hearing.
- . Those who have registered for remote testimony will be emailed a link to the meeting. Each link
- You may participate via videoconference or phone. See instructions above on how to connect to
- Be advised: Registering to testify does not guarantee you a chance to speak or speak at sp testify.
- You will be connected to the Zoom Webinar meeting in attendee view until you are called to spea
- The committee Chair may limit public testimony (for example, one minute per testifier) due to tir
- Maintain proper committee protocol, which includes waiting to be acknowledged by the commit
  and professional, and following rules for testimony established by the Chair. Testifiers may inclu
  material, including material that is campaign-related, offensive, or otherwise defamatory, will no
- Legislative committee and technical staff are unable to assist with any individual connect address any common link or other technical issues.

Anyone who fails to follow the rules for testimony established by the committee Chair forfeits their o

**Step 8:** Select the bill for which you want to sign-in or provide testimony.

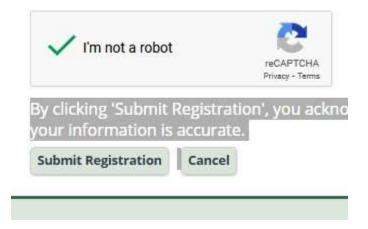


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Step 9: Select the type of testimony you want to provide (written, testify live or have your position noted in the legislative record).



- **Step 10:** Select your position from the drop-down menu (Pro, Con, Other).
- **Step 11:** Fill out your personal information on the form.



- **Step 11:** Check the reCAPTCHA box to prove you're not a robot.
- Step 13: Click the "Submit Registration" button.



**Step 14:** Click the "I'm Done" box to finish your submission.