

HOW TO SUBMIT TESTIMONY

Your individual ability to provide personal and well-articulated testimony is one of the most influential components of our democratic system. Your participation is a way to take ownership of the issues that you support or oppose.

There are three ways to provide testimony to your state representatives

1. Online at www.capitol.hawaii.gov
2. In person at a committee hearing after submitting the testimony
3. Through a membership organization like the HDA

If you are interested in submitting testimony on your own behalf, you should first register and create an account at www.capitol.hawaii.gov. This account gives you a private legislative access page where you can track legislation, register to receive the hearing notices that are important to you, and actually submit testimony.

Your access page should look like the image to the left.



Testimony should always include

- The testifier's name, with position/title and organization if applicable
- The Committee(s) to which the comments are directed
- The date and time of the hearing
- The bill or measure number
- A clear statement of position on the issue(s) in the bill or measure (Support/Oppose)

All testimony should be submitted at least 24 hours prior to the hearing.

You can submit testimony in ONE of the following ways

- WEB: For testimony less than 10MB in size, click "Submit Testimony" at www.capitol.hawaii.gov, login, and follow the on-screen instructions (To the right)
- PAPER: Send 15 copies (including an original) to Room 331 in the State Capitol
- FAX: For testimony less than 5 pages long, transmit to 808-586-9608 (Oahu)

or 1-800-535-3859 (for Neighbor Islanders without a computer to submit testimony through e-mail or the Web)

While every effort will be made by the legislature to incorporate all testimony received; materials received on the day of the hearing, or materials improperly identified or directed, may be distributed to the Committee after the hearing.

Not sure what to support or oppose?

Learn more at www.hawaiiispensaryalliance.org and join the Alliance to receive email alerts!

[Click for Instructions](#)

NOTE: Cookies MUST be enabled in your browser to use our online submission feature.
[Hide Instructions](#)

- 1) Enter the measure which you want to submit testimony for and click Submit to retrieve the corresponding hearing notice.
- 2) Enter the required fields marked with asterisks, select the appropriate radio buttons, and attach any documents you wish to accompany your testimony (up to a maximum of 10MB). You may also type your comments directly in the Additional Comments box.
- 3) Click Next, preview your submission, check the Terms and Conditions box and click Submit Testimony once.
- 4) You will receive a confirmation email within a few minutes detailing your submission. If you do not receive confirmation, please:
 - a) check your email spam filter
 - b) email the testimony directly to the committee
 - c) email webmaster@capitol.hawaii.gov with detailed information and errors received.

In order to submit testimony through our online system, the measure which