

Testifying at a Hearing



Preparing Your Testimony

- Oral testimony is limited to 3 minutes during a hearing. Sometimes, it is reduced to 2 minutes. 3 minutes of oral testimony is approximately one page of written testimony. It can be helpful to write out your 3 minute testimony and practice.
- You do not have to speak from memory. You can read your testimony if that is more comfortable for you.
- You can also submit unlimited written testimony and supporting documents. Make sure all of the pages of your testimony have your name and contact information on each page. You will need to provide a printed copy for each committee member. Committee size varies so confirm the # of copies needed ahead of time.
- Submitting written testimony is helpful because it allows you to elaborate on your position. It is also helpful in case a hearing runs long and you need to leave before your name is called for public comment. If you would like to submit written testimony but cannot come to the capitol feel free to send a copy to Lauren at Lrangel@eastersealstx.org.

Witness Registration

- Senate committees use printed witness registration cards and kiosks. House committees use electronic witness registration. You can register at one of the touch screen kiosk stations located in the hallway near the hearing room or via your laptop or phone within the Capitol (for House committee hearings only).
- Seating is available in the hearing room for the public. If the hearing room is full, an overflow room will be available to watch the hearing telecast.

Public Comment

- Committees will hear invited testimony first. After invited testimony, the chair of the committee will call for public comment.
- When your name is called, sit at the table at the front.
- Begin your testimony by first thanking the committee chair and committee members for the opportunity to provide public comment.
- Introduce yourself for the record: first and last name and where you are from.
- State your position on a bill or section of a bill: for, against, or on.
- Tell your story.
- End your testimony by thanking the committee and stating that you are open to questions.

Example Format

1. "Thank you committee chair and members for the opportunity to provide public comment today. My name is _____. I am from _____, Texas. I am here today testifying for/on/against Senate/House Bill #.
2. Testimony
3. "I am happy to answer any questions you may have for me at this time."

Contact Lauren Rangel at Lrangel@eastersealstx.org with any further questions
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