New Hampshire House of Representatives Public Guidance for Committee Meetings

*January 2022*

To register support or opposition on a bill that has a public hearing scheduled, you will utilize the sign-in form located on the homepage of the General Court website available here:

www.gencourt.state.nh.us

**How to register support/opposition on a bill/Submit Testimony online:**

Navigate to MEETING RESOURCES found on the bottom right side of the home page. Then click on House Sign-In Form and Online Testimony Submission.

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Follow all prompts and fill in the required fields on this form:

1. Step 1 – Personal Information
2. Step 2 – Select Date of Hearing (please note, if there is no hearing scheduled, you will not be able to sign in)
3. Step 3 – Select a Bill
   a. Select the Committee (select the committee from the drop-down menu)
   b. Choose the Bill (select the bill from the drop-down menu)
   c. I am (select an option from the drop-down menu)
   d. I’m Representing (this must be filled in manually)
   e. Indicate Your Position on this Bill (choose your position)
4. Step 4 – Upload Remote Testimony (Optional) *files must be in PDF format*
5. Step 5 – Final Review, if satisfied, hit ‘Submit’
Please note: The form accepts testimony through the end of the day of each bill’s public hearing. Testimony must be submitted online by 11:59 PM on the day of the bill’s hearing.
How to view online testimony submissions for a bill:

Navigate to MEETING RESOURCES found on the bottom right side of the home page. Then click on View House Online Testimony Submissions.

Follow all prompts and fill in the required fields on this form:

1. Step 1 – Select a Committee (select committee from the drop-down menu)
2. Step 2 – Select a Bill (select bill from the drop-down menu)
3. Once filled in, the field will populate registered positions and submissions, if applicable.