

## Instructions for submitting written testimony

1. Sign up for a [MyMGA account](#).
2. Submit your written testimony. YOU MUST DO THIS FROM **10:00 AM - 3:00 PM ON MONDAY, FEB 21st.**
  - a. Click “Witness Signup” on the menu to the left
  - b. Click the “Committees” dropdown menu at the top and click **“Environment and Transportation ”**
  - c. Find HB0596 and select the “Favorable” option from its corresponding dropdown menu, then select the “Written” from the second dropdown menu.
  - d. Select the “Upload File(s)” option and select your written testimony.
  - e. Written testimonies will ONLY be accepted in PDF format.
  - f. Written testimony PDFs should be saved with a name that includes the bill number, name of person or individual, and the position, i.e. HB0596\_cmiller\_MDEHR\_fav.
  - g. Once you have uploaded your testimony PDF, confirm there is a checkmark in the box to the left of the HB0596.
  - h. Click “Save” on the top left
  - i. Click "Signed up Items" on the top to confirm your testimony is submitted properly.
3. If you need further assistance, you can watch this [video tutorial](#) created by the Maryland General Assembly.