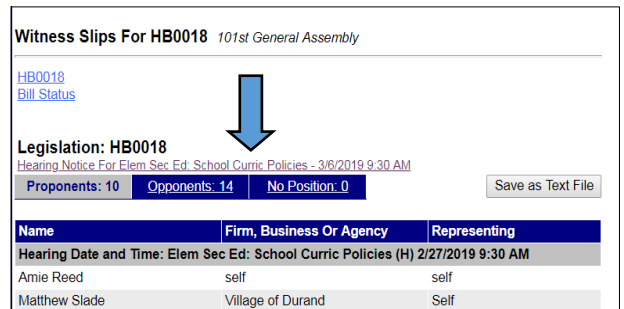


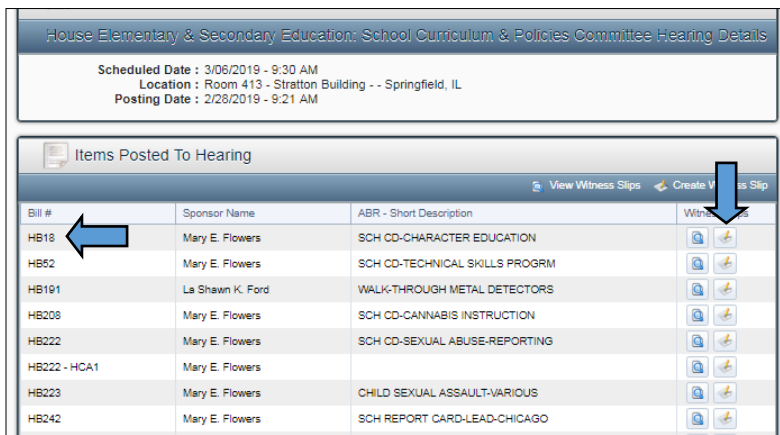
# How to fill out a Witness Slip for Legislative Committee



Go to: [www.ilga.gov](http://www.ilga.gov) and type the bill number you wish to file your slip on in the search box to the left of screen. (See arrow in image to left). We have used HB 18 for demonstration purposes only. Press “Go”. When the **Bill Status** page comes up, click on the underlined “Witness Slips” link at the top of the page.



From the **Witness Slips** page, click the “Hearing Notice for Elem Sec Ed School Curric Policies...” link. (See arrow in image to the right.)



Click on “Create Witness Slips” at top of the Committee page. Once the **Hearing Details** page comes up, scroll down until you find the bill you are wishing to file a slip on (see arrow in image to left). Click on the pencil and paper icon to the right of the bill (see arrow in image to left).

On the **Witness slip**, enter your identification and representation information on the record of witness slip. Be sure to choose the position (**Proponent, Opponent or No Position on Merits**) you are taking on the bill and then mark **Record of Appearance Only** under Testimony, unless you are planning to testify in the committee. If so, you’d mark **Oral**.

Once completed, you must agree to the terms of service and then click “Create Slip”. Simply follow the same steps for additional pieces of legislation you wish to register your position.

