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Congress of the United States
House of Representatives
Committee on Appropriations
Washington, DC 20515-6015

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February 13, 2003

CLERK AND STAFF DIRECTOR
JAMES W. DYER
TELEPHONE:
(202) 225-2771

Dear Colleague:

It is an honor and a privilege for us to serve as the Chairman and Ranking Minority Member of the Subcommittee on Agriculture, Rural Development, Food and Drug Administration and Related Agencies in the 2nd session of the 108th Congress.

In order to provide a more efficient and effective process for the receipt and evaluation of Member and public comment on the Agriculture bill, we will be conducting a record hearing this year for Members and outside witnesses. The Subcommittee will receive all Member and outside witness testimony in writing rather than by oral presentations.

Because of the increasing volume of Member witnesses, the severe time limit imposed on each individual witness, and other logistical complications, Members have been inconvenienced without the mitigating opportunity to fully develop their arguments in oral presentations. By conducting this year's hearing on the record with written testimony, we hope to avoid the Member difficulties caused by the oral hearings without sacrificing anyone's opportunity to comment fully on matters of interest to the Subcommittee.

If you are interested in providing testimony for the record in connection with our fiscal year 2005 budget hearings, please provide three copies to the Subcommittee at 2362 Rayburn House Office Building no later than **March 25, 2004**. Testimony is limited to not more than five single-spaced, letter-size pages, typed on only one side of each page. Although maps, pictures, graphs, letters, telegrams, petitions and the like may be submitted for the information of the Subcommittee, it is not feasible to include them in the printed hearing record.

Of course, all testimony will be thoroughly reviewed by the Subcommittee. The Subcommittee will also review and consider all information received by Members at any time, whether or not submitted for publication in the formal hearing record.

For specific funding requests, go to <http://onlinecao.house.gov/appropriations> to access the Member Request Form. Requests will be accepted only from Member offices.

We hope that this process will help expedite our hearing schedule and result in fewer disruptions and inconveniences for Members. If you have any questions or require further information, please contact the Subcommittee staff at (202) 225-2638.

Sincerely,



Henry Bonilla
Chairman
Subcommittee on Agriculture, Rural
Development, Food and Drug
Administration and Related
Agencies



Marcy Kaptur
Ranking Minority Member
Subcommittee on Agriculture, Rural
Development, Food and Drug
Administration and Related
Agencies