

House Committee on Appropriations
Subcommittee on Military Construction, Veterans Affairs, and Related Agencies
Instructions for Submitting Request to Testify at the Fiscal Year 2022 Member Day Hearing and
Testimony for the Record

The Member Day Hearing will be held virtually on **Thursday, May 20, 2021**, at 9:15 am Eastern Standard Time via the WebEx platform.

DEADLINE TO SUBMIT REQUESTS TO TESTIFY: Tuesday, May 18, 2021, by 6:00pm Eastern Standard Time.

Please submit a request to testify by email with the subject line: "Request to Testify" to Luke Georgiadis (luke.georgiadis@mail.house.gov). Each office with a participating Member must submit certain specific information, which will be requested of the office once the Subcommittee has received the request to testify.

Each Member will have 5 minutes for oral remarks. **If the Member is testifying virtually, written testimony must be received by 9:00am Eastern time on Wednesday, May 19.**

Members who are appearing before the Subcommittee should be aware that their written testimony will be publicly posted 24 hours prior to the hearing. The order of appearance and additional hearing details will be provided prior to the hearing.

If the Member does not wish to testify, but wishes to submit written testimony for the hearing record, please provide such testimony to Luke Georgiadis (luke.georgiadis@mail.house.gov) by 9:00am Eastern Standard Time on Wednesday, May 19, 2021.

All written testimony must comply with the following guidelines:

- Testimony should not exceed five pages, single-sided;
- Testimony must be double-spaced on 8.5 by 11 inch paper, with one-inch margins with a 12 point font;
- Please indicate the Member's name and district at the top of the first page; and
- Do not include color or detailed photos as the hearing volume will be photographically reproduced. However, the use of charts and tables and the use of appropriate bold type and bullets are acceptable.

If you have additional questions, please contact Luke Georgiadis on the Subcommittee at luke.georgiadis@mail.house.gov.