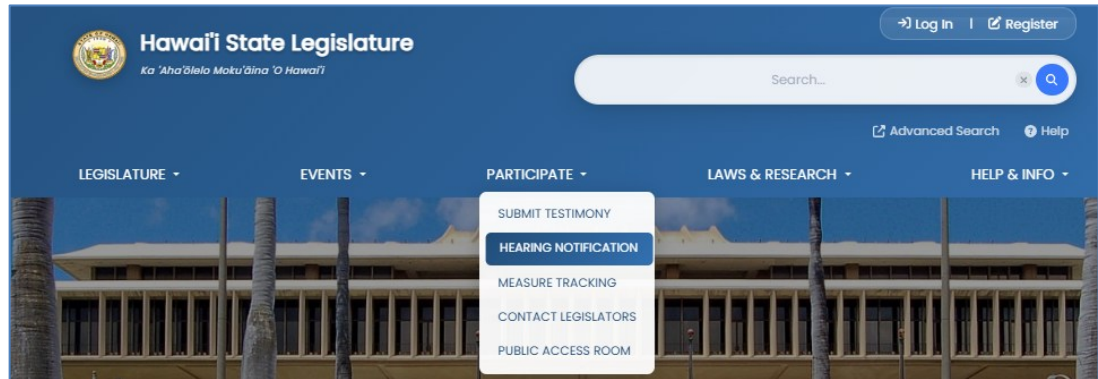


## How to... Receive Hearing Notices by Email

*You can ask the Hawaii State Legislature's website to alert you when a particular measure gets scheduled for a hearing, or when selected committees convene.*

*It's a great way to make sure you don't miss an important opportunity to offer testimony.*

1. Go to the **Legislature's website** ([capitol.hawaii.gov](http://capitol.hawaii.gov)), click on **Log In** (upper right corner) and enter your email address and password. \*
2. Either click on **Hearing Notification** or select it using the drop-down menu under the **Participate** tab.



3. This form appears.

You are signed in as [par@capitol.hawaii.gov](mailto:par@capitol.hawaii.gov)

Submit Testimony | **Hearing Notifications** | Measure Tracking | Edit Account | Find Legislator

### HEARING NOTIFICATION

Receive hearing notification by measure or committee.

[Save and Exit](#)

[HELP! If you are not receiving notifications, please click here.](#)

#### Subscribe by measure

Enter measure with no spaces or draft numbers and click Add. You may click on the measure link to view current measure status.

[Add](#) [Clear this List](#)

Enter Bill and Click Add. Do not use spaces or draft numbers.

#### Subscribe by committee

Check the boxes next to the committees for which you wish to receive notices.

☐ Check All/Uncheck All

**Conference Notifications** [New](#)

If you wish to receive conference meeting notices, check the Conference Meetings box below **and** all subject matter committees for which you wish to receive conference notices.

If you don't select any subject matter committees from the list, you will not receive conference notifications.

☒ Conference Meetings

Select the committees from the list below.

| Committee Name  | Chamber |
|---|---------|
| <input checked="" type="checkbox"/> AGR Agriculture & Food Systems        | House   |
| <input checked="" type="checkbox"/> CAA Culture & Arts                    | House   |
| <input checked="" type="checkbox"/> CPC Consumer Protection & Commerce    | House   |
| <input checked="" type="checkbox"/> ECD Economic Development & Technology | House   |
| <input checked="" type="checkbox"/> EDN Education                         | House   |

\* If this is your first time using the site's interactive features, you'll need to register. Click [Register](#) (upper right in the corner of the page), enter your name, email, and password; agree on the terms; and confirm your account via the email sent to you. This is a one-time step; afterwards, simply log in with your password.

4. Select the hearing notices you'd like to receive.

You are signed in as [par@capitol.hawaii.gov](#)

Submit Testimony | **Hearing Notifications** | Measure Tracking | Edit Account | Find Legislator

## HEARING NOTIFICATION

Receive hearing notification by measure or committee.

[Save and Exit](#)

[HELP! If you are not receiving notifications, please click here.](#)

### Subscribe by measure

Enter measure with no spaces or draft numbers and click Add. You may click on the measure link to view current measure status.

sb2496 [Add](#) [Clear this List](#)

Measure Title

[HB123](#) RELATING TO FISHERIES. [Remove](#)

### Subscribe by committee

Check the boxes next to the committees for which you wish to receive notices.

☐ Check All/Uncheck All

**Conference Notifications** [New](#)

If you wish to receive conference meeting notices, check the Conference Meetings box below **and** all subject matter committees for which you wish to receive conference notices.

If you don't select any subject matter committees from the list, you will not receive conference notifications.

☒ Conference Meetings

Select the committees from the list below.

|                                     | Committee Name                        | Chamber |
|-------------------------------------|---------------------------------------|---------|
| <input checked="" type="checkbox"/> | AGR Agriculture & Food Systems        | House   |
| <input type="checkbox"/>            | CAA Culture & Arts                    | House   |
| <input type="checkbox"/>            | CPC Consumer Protection & Commerce    | House   |
| <input checked="" type="checkbox"/> | ECD Economic Development & Technology | House   |
| <input checked="" type="checkbox"/> | EDN Education                         | House   |

To receive hearing notices for specific bills or resolutions, go to the column on the left, **Subscribe by Measure**. Enter the **measure number into the box** (for example "HB123" or "SB2496" — no spaces, periods, and don't include any draft numbers) and click **Add**. Repeat this process to add any number of measures. It also works for "Advise and Consent" measures (Governor's Messages and Judiciary Communications).

To receive hearing notices from specific committees, go to the column on the right, **Subscribe by Committee**, which lists the committees. Simply **check off the ones you're interested in**. They'll send you a notice every time they convene. You may want to make sure you subscribe to both the House and Senate committees (scroll down to view all the committees).

5. When done, click the Save and Exit button centered near the top of the page. It's easy to come back anytime, log in again, and change your selections.

***As soon as any of the requested hearing notices are posted, they will be sent to you by email.***