

How to... Receive Hearing Notices by Email

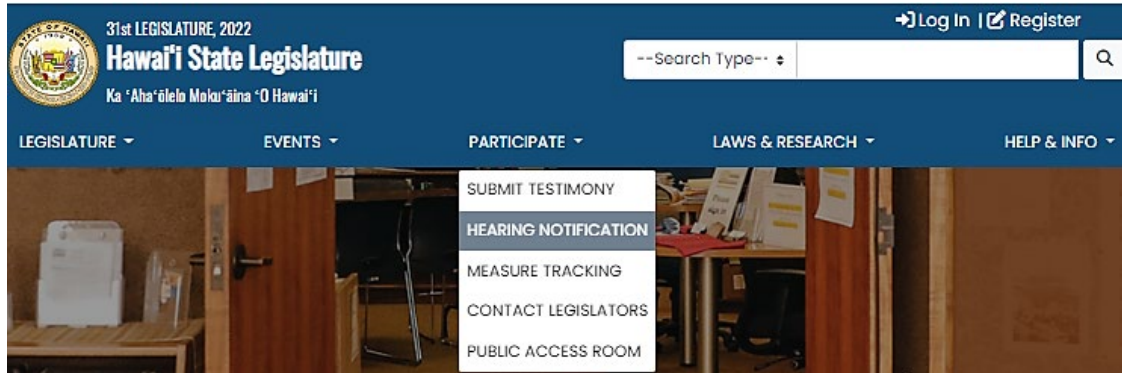
You can ask the Hawaii State Legislature's website to alert you when a particular measure gets scheduled for a hearing, or when selected committees convene.

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. *

[Log In](#) | [Register](#)

2. Either click on "Hearing Notification" or select it using the drop-down menu under the "Participate" tab.



3. This form appears.

The screenshot shows the 'HEARING NOTIFICATION' form. At the top, it says 'You are signed in as bekatpar@gmail.com'. Below this are five buttons: Submit Testimony, Hearing Notifications (active), Measure Tracking, Edit Account, and Find Legislator. The main heading is 'HEARING NOTIFICATION' with the subtext 'Receive hearing notification by measure or committee.' There is a 'Save and Exit' button and a yellow 'HELP!' box with the text 'If you are not receiving notifications, please click here.' Below are two sections: 'Subscribe by measure' and 'Subscribe by committee'. The 'Subscribe by committee' section includes a table of committees.

	Committee Name	Chamber
<input type="checkbox"/>	AGR Agriculture	House
<input type="checkbox"/>	CAI Culture, Arts, & International Affairs	House
<input type="checkbox"/>	CMV Corrections, Military, & Veterans	House
<input type="checkbox"/>	CPC Consumer Protection & Commerce	House
<input type="checkbox"/>	ECD Economic Development	House

(Please see next page.)

* If this is your first time using the interactive features of the website, you'll have to **Register**. Click on "Register" (upper right corner of the page) and enter your name, email address, and the password you'd like to use for the website. After you've agreed to the terms and conditions, you will be directed to access your email account and open the email sent to you by the website. Follow the instructions for confirming your account. You'll only be asked to do this once. After that, just log in and enter your password.

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

You are signed in as [beckatpar@gmail.com](#)

[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](#)

Measure Title

HB123	PROPOSING AN AMENDMENT TO ARTICLE III, SECTION 4, OF THE CONSTITUTION OF THE STATE OF HAWAII TO ESTABLISH LEGISLATIVE TERM LIMITS.	Remove
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Subscribe by committee

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

Check All/Uncheck All

	Committee Name	Chamber
<input checked="" type="checkbox"/>	AGR Agriculture	House
<input type="checkbox"/>	CAI Culture, Arts, & International Affairs	House
<input type="checkbox"/>	CMV Corrections, Military, & Veterans	House
<input type="checkbox"/>	CPC Consumer Protection & Commerce	House
<input checked="" type="checkbox"/>	ECD Economic Development	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.