

# Drop a Card at the Capitol

“Dropping a card” refers to the act of registering your support or opposition to a bill without giving either oral or written testimony. Dropping a card is a convenient and easy way to be involved during the legislative session when you have limited time or won’t be testifying on the subject.

Let's Drop a Card!

## Follow these 7 steps to help you along the way...

- 01 Find a Kiosk**
  - Senate kiosks are often outside the Senate Chamber on Floor.
  - House kiosks are often in the hallways of the extension.
  - Pro tip: Connect to the Public Capitol Wifi on a laptop or IPAD and register. Bad news: it only works on Capitol Wifi. Good news: the wifi usually reached outside of the building, so you may be able to avoid ever going inside!
- 02 Start registration**
  - Here is the first page you’ll see when you begin the process! Double-check if you’re registering for House or Senate bills and confirm you’re at the right kiosk.
  - Select “Begin”
- 03 Select the Committee**
  - Only committees with hearings that day will show. If you know what committee your bill is being heard in, hit “Select”. \*If you’re unsure, you can search by selecting “Find a Bill” \*
  - If you don’t see your committee, select “page down”
- 04 Register Your Position on the Bill(s)**
  - After clicking select on the committee, you will be directed to a list of all the bills being heard in that committee that day.
  - Look for the bill number you want to register your position on
    - Hit “page down” if you don’t see your bill on the first page
    - If you’re unsure of your bill number, try reading the descriptions.
  - Select “Register” and a pop up will appear.
  - Select “For” to support the bill or “Against” to oppose, then select that you plan to “Not testify.”
  - Confirm your selection and then select “Next.”
- 05 Complete Personal Information**
  - Fill in all of the required contact information.
    - Pro tip: Select “Save for future registrations.” This will allow you to create a login and password that will automatically fill in this step.
  - Review and select “Next.”
- 06 Indicate Whether You are Representing an Organization or Yourself.**
  - NOTE: Only write in an organization if you were given explicit permission to do so.
  - If no organization, select “No” and enter your occupation or profession.
  - Select “Next”
- 07 Review Bill Selection and Position**
  - Check and check again that you selected the right bill and marked your position (for or against) accurately!
  - Read the disclaimer and check the box.
  - Select “Finish” - a popup should appear showing you’re DONE!