

How to Give Testimony

A step-by-step guide to presenting your perspective clearly and confidently in a public hearing or community meeting.

Step 1: Sign In	Before the hearing begins, make sure you sign in if required. This ensures your name is on record and you'll be called to speak.
Step 2: Begin with Respect	Start by addressing the committee respectfully and direct your comments through the Chair.
Step 3: Introduce Yourself	State your full name clearly, spell your last name, and explain where you're from and your connection to the issue.
Step 4: Express Gratitude	Thank the committee for allowing you to speak.
Step 5: Deliver Your Testimony	Share your story, data, or perspective. Keep it brief, personal, and focused on your main point.
Step 6: Close Professionally	End with a courteous thank-you and be prepared for any follow-up questions.

Example Testimony

Hello, Madame Chair and members of the committee.

My name is Ella M. Greene — that's G-R-E-E-N-E. I am from Bozeman, Montana, and I am here today as a Girl Scout working on a project that focuses on community engagement and youth leadership.

Thank you for this opportunity to provide a comment on such an important issue. Through my project, I've seen how empowering young people to participate in civic discussions builds stronger, more connected communities. Supporting initiatives like this helps more youth become active leaders in their hometowns.

Thank you, Madame Chair and members of the committee, for your time and consideration.