FRED UPTON, MICHIGAN
CHAIRMAN

FRANK PALLONE, JR., NEW JERSEY
RANKING MEMBER

ONE HUNDRED FOURTEENTH CONGRESS

Congress of the United States

House of Representatives

COMMITTEE ON ENERGY AND COMMERCE
2125 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515–6115
Majority (202) 225–2927
Minority (202) 225–3641

April 8, 2016

Ms. Missey Smith
Treasurer
Kelsey Smith Foundation
P.O. Box 40393
Overland Park, KS 66204

Dear Ms. Smith:

Thank you for agreeing to testify on Wednesday, April 13, 2016, at 10:15 a.m. in 2322 Rayburn House Office Building, at the Subcommittee on Communications and Technology hearing entitled "Legislative Hearing on Seven Communications Bills."

The attached documents provide important details concerning the preparation and presentation of your testimony.

- The first attachment describes the form your testimony must take.
- The second attachment provides you with Electronic Format Guidelines that detail how to file testimony electronically.
- The third attachment provides you the Rules for the Committee on Energy and Commerce.
- The fourth attachment provides you with a Truth-in-Testimony Disclosure form and a Truth-in-Testimony instruction sheet.

Please be aware that, in accordance with the Committee's usual practice, witnesses have a right to be represented by counsel, who may advise the witnesses on their Constitutional rights, but cannot testify. In addition, hearings are open to audio, video, and photographic coverage by accredited press representatives only.

If you have any questions concerning any aspect of your testimony, please contact David Redl or Kelsey Guyselman of the Energy and Commerce Committee staff at (202) 225-2927.

Sincerely,

Greg Walden
Chairman
Subcommittee on Communications and Technology

Enclosures:
(1) Form of Testimony
(2) Electronic Format Guidelines
(3) Rules for the Committee on Energy and Commerce
(4) Truth-in-Testimony Disclosure form