

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 11, 2016

Mrs. Jackie Gillan  
President  
Advocates for Highway and Auto Safety  
750 First Street, N.E.; Suite 1130  
Washington, DC 20002

Dear Mrs. Gillan,

Thank you for agreeing to testify on Thursday, April 14, 2016, at 10:00 a.m. in 2123 Rayburn House Office Building, at the Subcommittee on Commerce, Manufacturing, and Trade hearing entitled "Oversight of the National Highway Traffic Safety Administration."

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.

Mrs. Jackie Gillan  
Page 2

If you have any questions concerning any aspect of your testimony, please contact Paul Nagle or Olivia Trusty of the Energy and Commerce Committee staff at (202) 225-2927.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. C. Burgess", with a long horizontal flourish extending to the right.

Michael C. Burgess, M.D.  
Chairman  
Subcommittee on Commerce,  
Manufacturing, and Trade

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