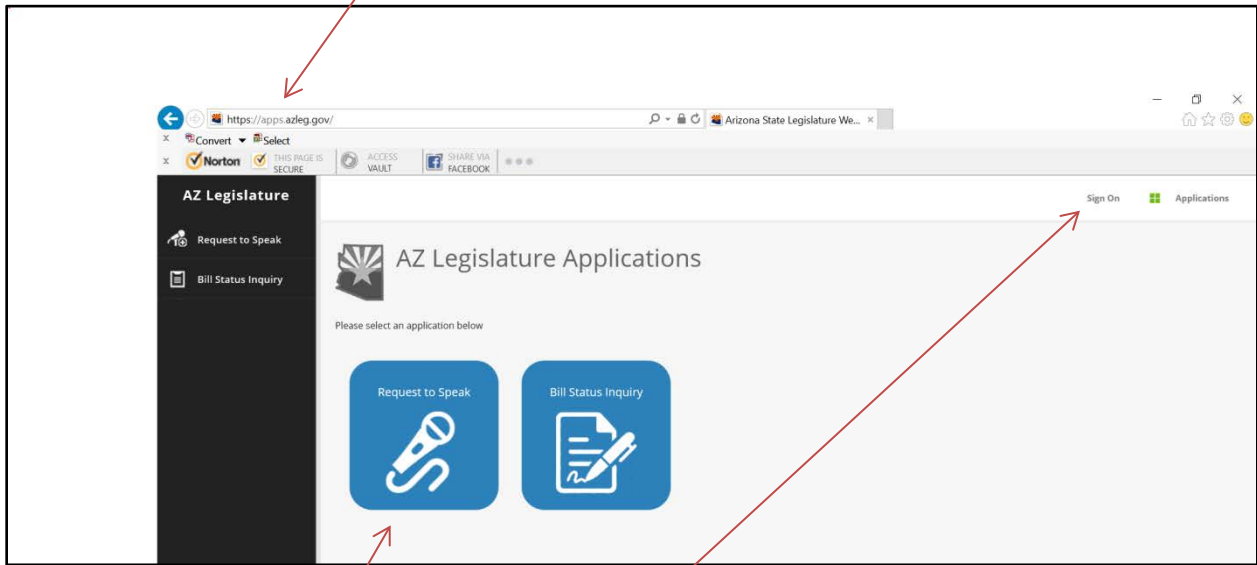


RTS Instructions

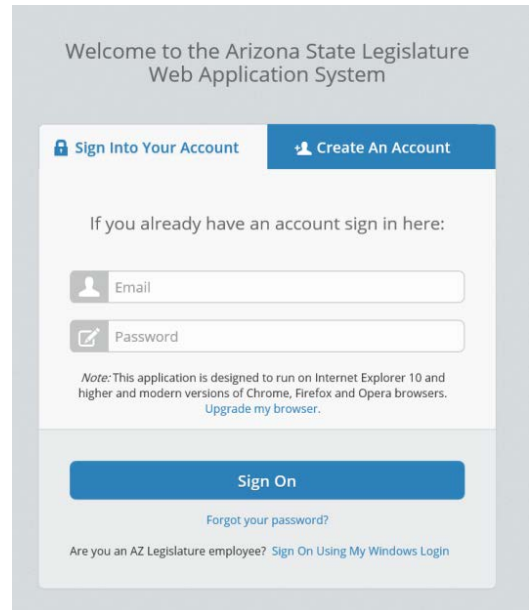
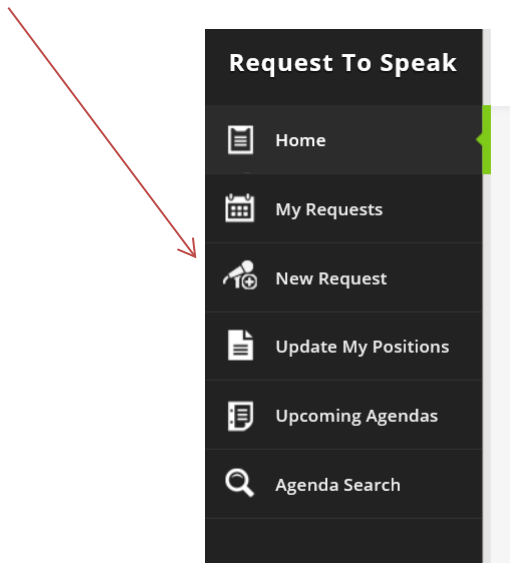
Log into RTS at <https://apps.azleg.gov/>



Click on big blue “Request to Speak” icon or “Sign on” link (top of page) to start the log in process.

Sign into your account and press the “Sign On” button.

Click on “New Request.”



RTS Instructions

Request To Speak

- Home
- My Requests
- New Request**
- Update My Positions
- Upcoming Agendas
- Agenda Search

Request to Speak Topic Search

Please use the following search criteria to find the topic you would like to speak on.

Legislative Body: Senate House Both

Session:

Committee:

Search Phrase:

SEARCH

Enter bill number (e.g. 2524) without using HB, SB, etc., then press the “Search button.”

Legislative Body: Senate House Both

Session:

Committee:

Search Phrase:

SEARCH

Search Results

Session	Agenda Date	Type	Description	Committee Name	Location	Requests To Speak
2R	3/9/2016	Bill	HB2524 - uniform firearms transfer compact	Senate Government	SHR 3	Add Request

Search results will appear below your query. Click on the “Add Request” button.

NOTE: If a bill is not scheduled for a committee hearing, it will not appear in your Search Results.

RTS Instructions

The screenshot shows a form titled "New Request to Speak" with the following sections:

- Who are you representing?** A blue button labeled "Select ...".
- Your position on the item:** Three radio button options: "For" (with a thumbs up icon), "Neutral" (with a neutral face icon), and "Against" (with a thumbs down icon).
- Do you wish to speak?** Three radio button options: "Yes" (with a checkmark icon), "No" (with a red X icon), and "If Necessary" (with a speech bubble icon).
- Comment:** A text input field with a "250 characters remaining" indicator below it.
- SUBMIT:** A blue button at the bottom left.

Red arrows point from the explanatory text on the right to each of these elements.

This option should not appear on our screen. It's primarily for registered lobbyists.

Vote "For" (thumbs up) pro-rights bills and "Against" (thumbs down) anti-rights bills.

Always answer "No" to the "Do you wish to speak?" question unless you will attend the committee hearing and are prepared to testify.

Add any additional comments you feel relevant.

Click on the blue "Submit" button when you are finished.

To "vote" on another bill, click on "New Request" and repeat the process.

