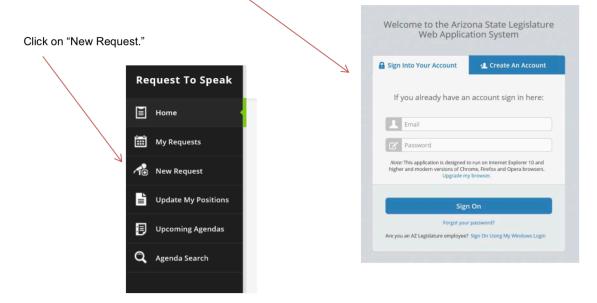
## **RTS** Instructions

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.



Re	quest To Speak			Applications						
Ĭ	Home	Request to Speak Topic Search								
Ĭ	My Requests	Please use the following search criteria to find the topic you would like to speak on.								
1€	New Request	Legislative Dedu								
L =	My Bill Positions		Senate House Both							
Ð	Upcoming Agendas		119 - Fifty-fourth Legislature - First Regular Session ♦							
Q,	Agenda Search	Search Phrase	nter bill number, bill description, nominee name, or topic							
Ĭ	RTS Manual	1								
		SEARCH								

Enter bill number (ex. 1234) without using HB, SB, etc., then press the "Search" button.

Legis	lative Body	Senate	House	Both				
	Session	2019 - Fifty-fourth Legislature - First Regular Session						
	Committee	Select a committee 🗘						
Sea	arch Phrase	2012						
ARCH								
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ch Res	ults							
	ults							
	Ults Agenda Date	Туре	Description			Committee Name	Location	Requests To Speak
ch Res		<b>Type</b> Bill		ergency vehicles; lightir		Committee Name House Transportation	Location HHR 3	Requests To Speak Add Request
rch Res Session	Agenda Date			ergency vehicles; lightir				
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rch Res Session	Agenda Date			ergency vehicles; lightir				

Search results will appear below your query. Click the "Add Request" button. NOTE: If a bill is not scheduled for a committee hearing, it will not appear in your search results.

New Request to S	ipeak	This option should not appear on your screen unless you are a registered lobbyist.			
Who are you representing? Your position on the item:	Select  Select  For Neutral	Vote "For" the bill with a thumbs up and vote "Against" the bill with a thumbs down.			
Do you wish to speak?	<ul> <li>Yes</li> <li>Yes</li> <li>No</li> <li>If Necessary</li> </ul>	Always answer "No" to the "Do you wish to speak" question unless you will attend the committee hearing and are prepared to testify.			
Comment	250 characters remaining				
SUBMIT		Add any additional comments you would like.			
Click on the blue "Submit" button when you are finished.					

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

