

**Senate Committee on Appropriations  
Subcommittee on Defense**

**Outside Witness Testimony Instructions  
Fiscal Year 2023 Appropriations**

The Senate Subcommittee on Defense has not scheduled any outside witness hearings on appropriations for fiscal year 2023. However, as in past years, written testimony will be accepted in accordance with the guidelines below.

**GUIDELINES**

**Format:**

- Testimony (including any supporting material) must be submitted in Microsoft Word compatible format, and should be a maximum of four (4) pages, on 8 ½" x 11" paper, single sided, single spaced, and have a 1" margin. **PDFs will not be accepted.**
- Do not include a cover page. At the top of the first page, list the name of the person or organization submitting testimony; that it is prepared for the Subcommittee on Energy and Defense; and which Department and/or Agency the testimony is addressing.

**Delivery:**

- Delivery is by electronic submission only, as described below. Other forms of delivery, including fax and delivery through the mail, will not be accepted.
- Please e-mail testimony to [def@appro.senate.gov](mailto:def@appro.senate.gov) with the subject line "FY23 DEF OWT."
- In the email, please include your contact information (name, email, physical address and telephone).

**Deadline:**

All material must be received no later than close of business, **Friday, July 1st, 2022**. This deadline will be strictly enforced.

Thank you.

Subcommittee on Defense  
Committee on Appropriations  
United States Senate Washington, D.C. 20510  
202-224-8119