

**Senate Finance Committee (FIN)**  
**Senator Thomas M. Middleton, Chairman**  
**Senator John C. Astle, Vice Chairman**

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**Witness Guidelines and Seating Chart**

**Witness Guidelines:**

**Public Hearings:**

Public hearings will initially be scheduled on Tuesdays, Wednesdays, and Thursdays during the legislative session. Later in the session, some hearings may need to be scheduled on Mondays or Fridays to accommodate workload increases. Please monitor the General Assembly Hearing Schedule for scheduled hearings.

**Testimony:**

All written testimony (25 copies) must be submitted to the committee staff in Room 3E of the Miller Senate Office Building at least 1 hour before the announced time of the public hearing. Printed materials will be distributed on the members' desks only by committee staff.

The Chairman reserves the right to limit oral testimony of individuals and groups so that both proponents and opponents have the opportunity to be heard. All witnesses must be signed-in at least 30 minutes before the hearing begins.

**Voting Records:**

Copies of all recorded votes of the committee are available at the information desk in the Legislative Services Building, after the bill has been reported out of the committee. All other voting records are unofficial until sent to the Senate floor on a committee report. A copy of the recorded Senate floor votes can be obtained from the Secretary of the Senate's Office in the State House. Recorded votes are also available on the General Assembly's website.

**Bill Folders:**

For each bill assigned to the committee, an individual folder is created which contains: a copy of the bill, a fiscal note, any amendments, written testimony submitted at the public hearings, a listing of witnesses who signed-up to testify, committee recorded votes, and the floor report (if voted out of committee). Committee folders are not allowed to be taken from the committee office, but copies can be made of the contents.

For more information, please call the committee at 410-841-3677.

**Senate Finance Committee  
2017 Seating Chart**

Staff	Chairman Middleton	Vice Chairman Astle	Staff
Staff			Senator Klausmeier
Senator Mathias			Senator Feldman
Senator Jennings			Senator Benson
Senator Hershey			Senator Reilly
Senator Rosapepe			VACANT

Witness Table

Audience Chairs