

HEARING INFORMATION SHEET FOR THE 2018 LEGISLATIVE SESSION

- To be placed on the official agenda of a Delegation hearing, presenters must have completed a Participation Request Form (a copy of which is enclosed) and have submitted all printed materials to the delegation office by Noon, **7 business days** prior to the scheduled hearing. Fifteen (15) copies of printed material should be submitted to be included in the Members' hearing folders.
***Please note: The Delegation Office is not responsible for printing out materials for the presenter.**
- Maximum time allotted for each presentation is **THREE minutes**. This time limit will be strictly enforced as a courtesy to all scheduled speakers.
- Those presenting local bills should meet personally with members of the Legislative Delegation **prior** to the hearing at which they will make their presentation. At least one delegation member attending the hearing at which you are present should have a prior working knowledge of your request.

Local Bills:

Please refer to the [Palm Beach County Legislative Delegation Local Bill Preparation Manual](#) for precise instructions about filing your Local Bills and Codifications. The manual can be found online at www.PalmBeachDelegation.com or email the delegation office at CShaw1@pbcgov.org for a copy.

The **DEADLINE** for submission of Local Bills to the Delegation Office is

Tuesday, September 26, 2017 at Noon

The Local Bill Hearing will be held on Tuesday, October 17, 2017 from 9:00am – 12:00pm at the Solid Waste Authority Auditorium, 7501 N. Jog Road, West Palm Beach.

PALM BEACH COUNTY LEGISLATIVE DELEGATION

Presenter Request Form • 2018 Legislative Session

Name of Organization: _____

Contact Person: _____ Phone: _____

E-mail: _____

Address: _____

City, State, ZIP _____

Name and title of person presenting at the public hearing: _____
(i.e. President, CEO, Executive Director, etc).

Presenter's phone: _____ Presenter's e-mail: _____

Topic of Presentation: _____

With which State Representatives and Senators have you met regarding your issue?

Are you enclosing materials to be distributed at the hearing? YES NO

If YES, you must provide fifteen (15) copies to the Delegation Office by Noon **7 business days** prior to the Public Hearing you have selected. Note: The Delegation Office is NOT responsible for printing copies.

Please place an X next to the ONE hearing you wish to attend:

Return or email form to:

Christine Shaw, Executive Director
Palm Beach County Legislative Delegation
301 North Olive Avenue
Suite 1101.11
West Palm Beach, FL 33401
CShaw1@pbcgov.org

_____ Wednesday, September 27, 2017 in Boca Raton
*Election of Chair and Vice Chair and Public Hearing

_____ Tuesday, October 17, 2017 in West Palm Beach
* Local Bills and Public Hearing

_____ Friday, December 1, 2017 in Belle Glade
*Public Hearing