



Brook Park's **SHREDDING DAY**

set for
Saturday, April 10, 2010

The City of Brook Park is pleased to offer this one time shredding service to our residents. Shredding personal paperwork is a way to counteract identity theft and protect private information.

Residents are invited to shred their personal documents on Saturday, April 10, 2010 at the Brook Park Service Garage located at 19065 Holland Road. A shredding truck from All Ohio Secure Shred will be available for free, quick and easy destruction and disposal of documents from 10 a.m. – 1 p.m.

All Ohio Secure Shred staff will handle the documents and will shred while participants watch. Each household may bring material equivalent to the capacity of two (2) standard size copy paper boxes (10" x 18" x 9"). Documents to be shredded may also be in plastic bags.

The company's cross-cut shredding process creates a crisscross cut of paper no larger than 5/8" in size, which provides for greater security than conventional strip-cut shredders. 100% of all shredded documents are recycled. The shredded material goes directly to the company's recycling facilities where it is baled and delivered to recycling mills.

Frequently Asked Questions about Shred-It Day

1. If it rains, will the event be canceled? No, it will happen Rain or Shine.
2. Is there a charge for the service? No, shredding is **FREE**.
3. Do I have to remove staples, paper clips, etc.? No, but you should take paper work out of binders and notebooks.
4. Do I need to sort the paper? No, All Ohio Secure Shred's bonded and professional employees are trained to quickly and accurately process and shred material.
5. What can be shredded? Financial and legal documents, receipts, tax and medical records, plus floppy disks and CDs can all be shredded.
6. Is there a limit? The amount of material to be shredded per household should be the equivalent of no more than two (2) standard-size boxes, each the size of a copy paper box (10"x18"x9").
7. What happens after the paper has been shredded? The destroyed documents, in the form of confetti-sized pieces, are transferred to a recycling facility where they return to the marketplace in the form of items such as recycled household paper products.



Mayor Mark J. Elliott



**For further information about the shredding event,
call City Hall at 216-433-1300.**