

• 3910 US Hwy 1 • Vero Beach • Florida • 32960 • (772) 562-6556 •



Items that CAN BE SHRED with paper



ANY COLOR OFFICE OR PRINTED PAPER



NOTEPADS & SPIRAL NOTEPADS



PAPERCLIPS & BINDER (ACCO) CLIPS



STAPLES



REDROPE EXPANDING FILES



MANILA FILE FOLDERS



WINDOWED ENVELOPES



TIE CLOSED ENVELOPES



Items that CAN BE DESTROYED (keep separate from paper*)



CDs & DVDs



FLOPPY DISKS



XRAYS & FILM



PHOTOGRAPHS



HARD DRIVES



VHS TAPES



CASSETTE & MAGNETIC BACKUP TAPES



PILL BOTTLES



Items that we CAN NOT destroy



NEEDLES OR SHARPS



BIO-HAZARDOUS MATERIALS / WASTE



CORRUGATED CARDBOARD



3 RING BINDERS



FOOD ITEMS / WRAPPERS / GARBAGE



OFFICE EQUIPMENT



NEWSPAPER in large quantities



MAGAZINES in large quantities

*Additional charges will be assessed if sorting is required to remove unapproved materials