



2021- Shred Day

**DROP-OFF LOCATION: MIDDLEBURG HEIGHTS SERVICE CENTER
7375 ENGLE ROAD**

COLLECTION DATES:

**SUMMER
SATURDAY, JUNE 19, 2021
9AM-12PM**

**FALL
SATURDAY, OCTOBER 30, 2021
9AM-12PM**

FREQUENTLY ASKED QUESTIONS:

**Q. If it rains, will the event be cancelled?
A. No, rain or shine.**

**Q. Is there a charge for the service?
A. No, shredding is free.**

**Q. Do I have to remove staples, paper clips, etc.?
A. No, but take paper work out of binders and notebooks.**

**Q. Do I need to sort the paper?
A. No.**

**Q. What can be shredded?
A. Financial and legal documents, receipts, tax and medical records, plus floppy disks and CD's.**

**Q. Is there a limit?
A. Two standard size copy paper boxes.**

**Q. What happens after the paper has been shredded?
A. The destroyed documents are transferred to a recycling facility, where they return to the marketplace in the form of items such as recycled household paper products.**