



Waste Services Since 1971

## SHREDDING SERVICES FAQ

### **Q: What is acceptable for shredding?**

A: Paper clips, staples, binder clips & manila folders are okay.

### **Q: What is not acceptable for shredding?**

A: No hanging folders, fastener folders, three ring binders, ledger books, cardboard.

### **Q: What do you do with the shredded paper?**

A: It goes to a paper recycler.

### **Q: What are your hours of business?**

A: We are open Monday thru Friday 8 am to 4:30 pm.

### **Q: How do you bill?**

A: For Commercial customers, we bill by the 64-gallon container. For Residential customers, we bill per box.

### **Q: How much do our containers hold?**

A: Commercial 64-gallon containers will hold approximately 5-6 boxes and residential boxes will hold approximately 6-7 reams of paper.

### **Q: I am a commercial customer, can I set up recurring service and what is the cost?**

A: Yes, we can deliver a bin to you at no charge. You can then set up weekly, bi-weekly or monthly service. Our recurring rates are reasonable and based on service frequency.

### **Q: Are your commercial shredding bins lockable?**

A: Yes, and we can provide locks for your convenience.

### **Q: How much do the commercial shredding containers hold?**

A: We have 2 sizes. The Executive Console holds approximately 2 to 2 copy paper size boxes of paper. The 64-Gallon Container holds approximately 5 copy paper size boxes or the equivalent of 2 Executive Consoles.

### **Q: Do you do residential shredding?**

A: Yes. We can deliver you a box for shredding and pick it back up after you have filled it.

### **Q: For commercial or residential customers, will you shred jobs less than 2 boxes?**

A: Yes, we can offer door to door service for only a box or 2.

### **Q: Do you offer shredding at your office?**

A: Yes, you can bring shredding to our office, and will be charged by the box, M-F 8am-4:00pm. We're conveniently located on Jacksonville Rd in Ivyland PA.

### **Q: Our paper is not on the ground floor, will you still accept the job?**

A: Yes, but there will be an extra charge for labor.

**Q: Do you offer a Certificate of Destruction?**

A: Yes, upon request.

**Q: How do we know that our shredding is done securely?**

A: George Leck and Son Inc. has partnered with Richter Mobile Shredding to offer our customers shredding service. Richter is a member of NAID (National Association for Information Destruction) and has been in business since 1985.