

SHREDDING DOCUMENTS

Does anyone send their docs out to a third party for shredding or do you or a staff member do it? If you send out to a third party, how do you deal with confidentiality issues? What third party document management company do you use for shredding?

Honestly, I take mine home every week or so and my Mom shreds it while she's waiting for her laundry to finish, because she does her laundry at my house and she's easily bored.

The BBB has a periodic "identity shredding event" at the fairgrounds, more-or-less quarterly. They'll shred some specified amount for "free" in exchange for a charitable donation of your choosing. If I have backlog, I take it there. I don't generate a huge volume, striving to keep it paperless as much as possible.

-Rick

Richard J. Rutledge, Jr., North Carolina

The better shredding services do it onsite -- the truck has the shredder built into it. We have a box provided by the shredding company that they line with a cloth sack that they come and empty once a month, and we are welcome to follow the driver to the street and watch him throw the paper into the shredder. (I did once, and along with emptying the bag we had filled as a firm, he also threw in an entire box of my personal shredding, box and all!). They get paid by us to do it, and get paid by another company to take the shreds off their hands for recycling, the driver told me. Not a bad business model!

We use a company called Shred-It. I am not familiar with vendors in your area.

Best,
Dineen Wasylik, Florida

Purchased a shredder; have staff take files and browse through them, scan some docs (some petitions, all orders), return original docs to client, and shred remainder - no hurry to get it together for shredder people

Pablo Uresti, Texas

I shred then burn my papers...saves room in the landfill and the ashes help my compost pile

Sincerely,
Nicholas B. Proy, Maryland

We burn.

0.17 a pound and they take more than just paper; furniture, books, you name it.

They have an off duty police officer escort to the incinerator.

Then *poof*

-mjs

Michael J. Sweeney, Connecticut

We also use a third party vendor (Southern Secure Shredding) with a confidentiality agreement. Similar locked box (things go in but not out) and bag system as was previously described. We also keep a small shredder in one of the conference rooms so clients can shred their previous wills themselves upon execution of a new will. You'd be surprised how many people really enjoy doing that.

Cynthia V. Hall, Florida

I do as Dineen does. I use CYA Shredding. I like having things shredded at the curb.

If you want info, contact me at the office tomorrow.

Deb Matthews, Virginia

I use a mobile shredding service that comes to the site when I email (there is a large customer of theirs nearby, so they put me on the schedule when that customer is also getting service). I have a console in my office with a large bag where I deposit my documents to be shredded. The company brings

a big truck to the site, comes and gets my bag of "to be shredded", and I can actually watch out my window as they transfer it to a large bin and vacuum it into the truck where it is shredded right there. I then get a Certificate of Destruction. I like the fact that they shred on site. It costs me about \$50 per visit, and I generally need the service about every three months.

The company is Titan Shredding, <http://www.titanshredding.com/>, but I think they are only located in PA and NJ.

Caroline

Caroline A. Edwards, Pennsylvania
