## Paper Shredding/ Recycling Event

Saturday, Aug. 20, 9 a.m.-12 p.m. (or until trucks are full)

Sammamish High School – Enter off 140th Ave 100 140th Ave SE, Bellevue, WA 98005

Bellevue residents only.

Bring your paper documents containing sensitive information to have shredded and recycled by a safe and secure shredding company.

Staff will take your documents at your vehicle to on-site shredder. Empty boxes will be immediately returned to you – we cannot recycle any boxes on site.

- Sensitive paper documents only.
- Limit four banker size boxes per car (11"x11"x17.5" max per box), no exceptions.

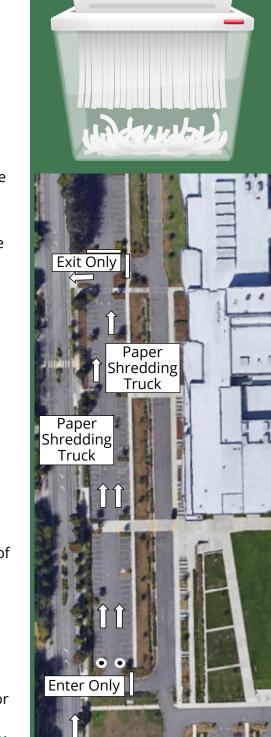
## The following material will contaminate the recycling process and is NOT accepted at this event:

- Computer disks
- Plastic of any kind
- X-rays
- 3-ring binders
- Cardboard
- Garbage

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Shredded paper cannot go in your home recycling or composting carts. If you shred your sensitive paper documents at home instead of taking to a shred event or service, then the shredded paper belongs in the garbage. Shredding with a service, instead of at home, allows the paper to be recycled.

Shred only what you need – shredded paper has fewer recycling uses than whole sheets of paper. The WA Attorney General's Office recommends that documents containing sensitive information, such as bank account or social security numbers, needs to be shredded. For additional guidance on shredding, visit <u>atg.wa.gov/what-shred</u>. For additional event or recycling questions, email <u>recycle@bellevuewa.gov</u>.



**CONFIDENTIAL** 



For alternate formats, interpreters, or reasonable accommodation requests please phone at least 48 hours in advance 425-452-6932 (voice) or email recycle@bellevuewa.gov. For complaints regarding accommodations, contact City of Bellevue ADA/Title VI Administrator at 425-452-6168 (voice) or email ADATitleVI@bellevuewa.gov. If you are deaf or hard of hearing dial 711. All meetings are wheelchair accessible.