Why host a Shred Day?

Help your employees and customers clear the clutter with Cintas Document Management.

Grow loyalty and attract new customers. Here’s how:

- Be recognized in your community as a good corporate citizen/community member.
- Drive business and traffic to increase awareness about your organization – great for a “Grand Opening” or seasonal downtime.
- Pair a shredding day with a quarterly or semi-annual customer appreciation event, community festival or other regularly occurring event.
- Grow your business’ environmental initiatives.
- Earn respect and credibility from your customers by protecting their information with the leader in the industry, Cintas.
Document shredding includes secure, confidential disposal of sensitive information. Documents can be securely destroyed on-site with a mobile shredding vehicle, or transported to one of our off-site shredding facilities for destruction.

Cintas helps thousands of customers comply with the law and fight identity theft by destroying all of the following and more.

Recommended items to shred include:
- Invoices
- Bank Statements
- Canceled Checks
- Profit and Loss Statements
- Leases
- Capital Stock Ledgers
- Patent and Related Data
- Computer Printouts
- Market Research Studies
- Customer Lists
- Sales Figures
- Sealed Bids
- Strategies
- Balance Sheets
- Reconciliations
- Audit Reports
- Monthly Trial Balances
- Claims and Litigation Records
- Timecards
- New Product Designs
- Credit Reports and Applications
- Marketing/Advertising Plans
- Medical Records
- Micro Media
- Draft Copies of Letters
- Drug Screens
- Cash Books
- Financial Statements
- Correspondence
- Tax Returns
- Trademark Information
- Complaints
- Blueprints
- Inaccurate Sales Literature
- Contracts
- R & D Information
- Personnel Records
- Memos and Legal Briefs
- Technical Data
- Insurance Records
- Sign In/Registration Forms
- Credit Card Receipts

* Staples, rubber bands, folders, paper clips, etc. do not need to be removed before shredding occurs.