



**Mobile Shredder Coming to Tarrytown on Saturday, May 4th, 2024 from 10:00-1:00 at the Green Street Parking Lot C.**

**Location:** Lot C, Green Street

**Time:** 10am to 1pm

Residents can bring up to 4 file-size (10"x12"x15") boxes of confidential papers per household to Tarrytown, from 10 a.m. to 1 p.m. for shredding. Please remove all large binder clips and covers. Papers from businesses, institutions or commercial enterprises are not acceptable and will be rejected, as will any junk mail or newspapers.

**Important Information**

Service at the events works on a first-come-first-served basis, as the Mobile Shredder unit can reach its maximum capacity before closing time.

It is important to be aware of what you place the paper to be shredded, no matches, lighters or anything combustible. Staff at the events will be checking the material prior to being shredded.

Residents are required to stay in their vehicles. Staff will attend to you. This is for your own safety. No walk ups, please.

In extreme weather, events may be cancelled or terminated early. Please call the county's Recycling Helpline at (914) 813-5425 to check on a cancellation or early closure.

**Kinds of documents to shred**

Remember, it's best to shred documents you're no longer using, that contain personal identifying information such as name, address, phone number, credit card number or social security number. Such documents should be shredded before they are thrown out for recycling. Some examples are:

- expired credit card statements and receipts
- old tax returns or any other personal documents containing you name, address or other identifying information.
- pre-approved credit card applications

- licenses

As this service is gaining in popularity, residents should be prepared to wait as lines are sometimes long. However, the wait doesn't have to be that long. Come prepared. This means you've removed all metal clips, fasteners, binders, folders and hard covers and placed the papers loosely in a box. Hard covers – cardboard or plastic covers on items such as ledger books, marble composition books and hard-cover books – cannot be shredded and will be turned away. Residents must rip pages out from hard cover books for shredding and throw the covers in their regular household trash. Up to four boxes of papers are allowed for shredding.