

## City of Ventura and Access to host free paper shredding event for Ventura residents on Saturday, April 25



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**04/13/2015**

*For Immediate Release*

April 13, 2015

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### **City of Ventura and Access to host free paper shredding event for Ventura residents on Saturday, April 25**

The City of Ventura offers this free event for Ventura residents in partnership with Access to prevent identify theft, protect personal information and prevent valuable resources from being sent to the landfill. Ventura residents may bring up to 10 boxes of paper per household to the free shredding event Saturday, April 25, 8am to noon at the Ventura County Government Center, 800 S. Victoria Avenue, Parking Lots E and F. Residents can enter the drive-through document shredding event through Lark Avenue off Telephone Road.

Participants must complete a limitation of liability waiver form prior to using the shredding service, available online [www.cityofventura.net/shredevent](http://www.cityofventura.net/shredevent). Residents will be required to transport their paper from their vehicle to the secure mobile shredding units. Participants can download limitation of liability waiver form prior to the event, or complete the form at the event. In addition, Certificates of Destruction will be available upon request.

Only paper documents will be accepted--no trash mixed in. Small paper clips and staples do not have to be removed. Documents do not have to be removed from envelopes and window envelopes with film are okay.

Items that can damage the equipment will not be accepted. Prohibited items include: binders, plastic document covers, wet or moist paper, hanging file folders with metal support bars, metal binder clips, books (hardback or paperback), credit cards, photographs, film, compact disks, DVD's and other metals (other than staples).

Access is a nationwide records and information management company. The shredded paper will be recycled and proceeds will benefit Ventura Community Partners Foundation.

Junk mail does not need to be shredded. Shredding documents consumes energy, and decreases the value of paper. Please recycle junk mail and magazines in the blue recycling cart or white recycling bin. Remember, Ventura residents can opt-out of phone books and unsolicited catalogs, credit card offers, and other junk mail at <https://ventura.catalogchoice.org/>.

This release is available on the City of Ventura website at [www.cityofventura.net](http://www.cityofventura.net). --###--