





KNOW WHAT YOU'RE SHREDDING

ITEMS ACCEPTED




-  Blueprints
-  Duotangs and report covers
-  Hanging files
-  Laser print-outs
-  Magazines
-  Paper clips

-  Bulldog clips
-  Staples
-  Papers (envelopes, folders, post-it, receipts, glossy material)
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ITEMS NOT ACCEPTED

-  Batteries
-  Binders
-  Shannon files
-  Bottles and cans
-  Cardboard
-  Cups



-  Food items, containers, or wrappers
-  Trash
-  Tissues and paper towels

Tip: Not everything can be shredded!

Before throwing things into your shredding bins, let's find out what can and can't be shredded.

If you are unsure about an item, please contact BEST Customer Care at 1-855-438-2378. Or we can shred these items separately->

MEDIA DESTRUCTION

-  CDs
-  Hard drives
-  Microfilm
-  Tapes
-  X-rays

