



Township of West Windsor  
Public Works  
70 Southfield Road, West Windsor

**“Paper Shred Event”**  
**June 11, 2022 8AM – 12PM**

NOTE: May end prior to 12pm if shred trucks reach capacity

***Open to Residents ONLY – Proof of Residency Required***

**Please remain in vehicles at all times.**

**DO NOT ATTEND IF YOU ARE ILL OR HAVE RECENTLY BEEN EXPOSED TO SOMEONE ILL.  
These rules will help keep our staff healthy so we can continue to serve the community!**

**Limit papers to confidential/sensitive materials only**

**Protect against identity theft – shred old materials with your Social Security numbers, account numbers, confidential passwords, medical information, financial records and other confidential/sensitive personal documents.**

**No need to remove paper clips, staples, rubber bands, heavy file folders.  
Please remove heavy metal-backed binder clips due to fire danger.**



**NO** magazines, hardcover books, newspapers, junk mail, online catalogs, coupon circulars, travel guides – these items can be recycled in your curbside recycling bin. **NO** photos, x-rays, CD's, plastic credit cards or 3-ring binders.

**\*LIMIT 8 boxes – no more than 10lbs each\* Please do **not** tape or seal boxes.**

**NO PLASTIC BAGS PLEASE**  
Reusable containers are welcome!



All paper that is shredded is recycled and eventually repurposed into new paper products. Every ton of recycled paper saves about 17 trees! Every one ton of recycled paper saves 380gal of oil, 7,000gal of water, 4,000kw of energy and 3 cubic yards of landfill space.