



# Township of West Windsor Public Works 70 Southfield Road, West Windsor “Paper Shred Event”

October 22, 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.**  
**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 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, rubberbands, 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 – 10lbs each\* Please do **not** tape or seal boxes. Reusable containers are welcome & will be returned!



## **ALSO ON SITE AT OUR SHREDDING EVENT:**

### **FOOD DRIVE**

Send Hunger Packing WW-P and The Little Free Pantry are local programs of Mercer Street Friends addressing food insecurity. Food donations are needed to support these important programs. **Shelf stable items most in need:** Cereals (individual bowl or small boxes), Oatmeal, Rice, Dried Beans, Canned & Microwavable Soup Bowls, Canned & Tuna to go (Starkist, Bumble Bee or vegetarian equivalent), packaged Dried Fruits, Chef Boyardee Microwave Bowls or vegetarian equivalent, Hormel Complete entrée or vegetarian equivalent. Grocery store cards are also welcomed. **NO GLASS** items please.



### **CLOTHING DRIVE**

**Don't need it anymore? Don't throw it away!**  
**RECYCLE BY DONATING YOUR CLOTHING**

**GOODWILL** will be on site collecting clean gently used women, men and children's clothing & accessories such as shoes, hats, scarfs, gloves, coats, purses, belts & ties.