



City of Long Beach
Working Together to Serve

Memorandum

Date: September 22, 2017
To: Patrick H. West, City Manager *T.M.*
From: *CB* Craig A. Beck, Director of Public Works
For: Mayor and Members of the City Council
Subject: **Free Document Shredding Event - Saturday, October 7, 2017**

Everyone is invited to participate in the "Free Document Shredding" event on Saturday, October 7, 2017, from 9:00 a.m. to 12:00 p.m., at Veteran's Memorial Stadium, located at 5000 East Lew Davis Street.

The onsite mobile shredding truck allows residents to conveniently and securely dispose of confidential documents. A maximum of three boxes per car allows for shredding of the following items: confidential documents, white or colored paper, staples and paperclips, CDs, credit cards, manila file folders, envelopes, hard drives, cell phones, three-ring binders, and cardboard.

For more information, including event flyer, please visit www.longbeach-recycles.org.

If you have any questions regarding this matter, please call Diko Melkonian, Environmental Services Bureau Manager, at (562) 570-2856.

CB:AW:JC

ATTACHMENT

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA L. DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER
MONIQUE DE LA GARZA, CITY CLERK



DEPARTMENT OF PUBLIC WORKS
ENVIRONMENTAL SERVICES BUREAU

CITY OF
LONG BEACH

FREE Document Shredding Event



Saturday, October 7, 2017 • 9:00 AM to 12:00 Noon

The City of Long Beach is hosting a free shredding event to help residents securely dispose of confidential documents.

- ▶ 3 box maximum per car
- ▶ Mobile shredding truck on-site (until truck gets full)

Accepted:

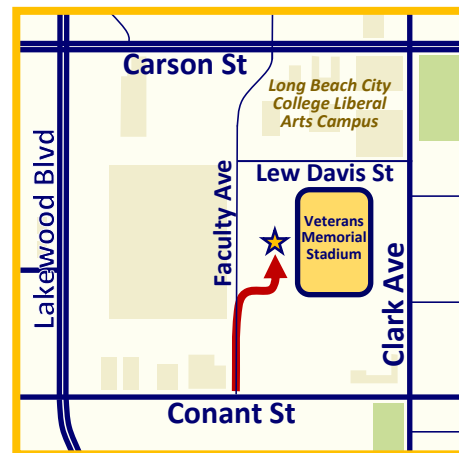
Confidential documents, white or colored paper, staples & paperclips, CDs, credit cards, manila file folders, envelopes, hard drives, cell phones, 3-ring binders, cardboard.

NOT Accepted:

Hanging file folders, metal objects, plastics, glass, plastic bags, food materials, batteries, weapons.

**Veteran's Memorial Stadium Parking Lot
5000 E. Lew Davis St.**

(Enter from south on Faculty Ave, event in west lot)



For more information:

Visit www.longbeach-recycles.org or call Environmental Services at 562-570-2850.



Long Beach Recycles



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The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. This information is available in an alternative format by request to 562-570-2850. Printed on recycled paper.



Evento GRATUITO de Destrucción de Documentos



Sábado, 7 de Octubre del 2017 • 9:00 a.m a 12:00 p.m.

La ciudad de Long Beach organiza un evento gratuito de destrucción de documentos para ayudar a los residentes a disponer en forma segura de documentos confidenciales.

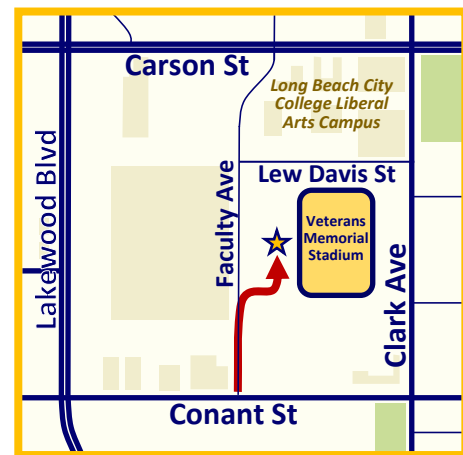
- ▶ Máximo de 3 cajas por auto
- ▶ Camión de destrucción móvil estará presente (hasta que el camión se llene)

Aceptado : Documentos confidenciales, papel blanco o de color, papel engrapado o con clips, discos compactos, tarjetas de crédito, carpetas de archivos, sobres, discos duros internos o externos de computadora, teléfonos celulares, carpetas de 3 anillos, cartón.

NO Aceptado: Carpetas de archivo colgantes, objetos de metal, plásticos, vidrio, bolsas de plástico, materiales alimenticios, baterías, armas.

Estacionamiento de Veteran's Memorial Stadium—5000 E. Lew Davis St.

(Acceso desde el sur por Faculty Ave, evento en el lote oeste)



Para más información:

Visite www.longbeach-recycles.org o llame a la Oficina de Servicios Ambientales al 562-570-2850.



Long Beach Recycles



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La ciudad de Long Beach planea ofrecer adaptaciones razonables de acuerdo a la Ley de Estadounidenses con Discapacidades de 1990. Esta información se encuentra disponible en formato alternativo pidiéndola al 562-570-2850.