

# Let's Go Green!



## FREE COMMUNITY SHRED DAY!



## SHRED FOR A CAUSE

*Pet food donations will be accepted for  
Manor PD Animal Control*

**Saturday, April 13, 2024**  
**9am – 1pm**



**Manor City Hall**  
**105 E. Eggleston St.**  
**Manor, TX 78653**

This is a **FREE** event for *residents in the city limits of Manor, TX.*, *No commercial/business shredding or electronic recycling will be accepted.* Please bring your most current city utility bill for verification purposes and photo I.D. Residents are invited to safely dispose of personal documents and records such as old tax returns, processed checks, loan applications, financial records, medical records, and other confidential paper documents.

Thank you!!

### BENEFITS OF SHREDDING

Protect Against Identity Theft & Fraud

Securely Destroying Documents

Saves Time

Eliminate Clutter & Fire Hazards

Protect the Public Health & Environment

#### **WHAT TO BRING:**

Current City Utility Bill & I.D.

Pet Food Donations  
(not required)

Paper Documents Only

Please limit to 4 standard file boxes per vehicle. Do not tape boxes closed. Only dry loose paper packed in boxes will be accepted.

#### **WHAT NOT TO BRING:**

No electronic media, hard drives, CDs, toner cartridges, 3-ring binders, binder clips, glass, or plastic.

All paper documents will be shredded on-site by:

#### **DATA ARMOR**

We're taking measures to offer safe, no-contact service at Community Shred Day. Attendees are asked to bring documents in their vehicle's trunk or cargo area, remain in their vehicle at all times, and enjoy the free, full-service event.

For more information, please contact the City Secretary's Office at (512) 215-8285