

# THE MOBILE SHREDDING COMPANY



## **SECURE ONSITE DOCUMENT DESTRUCTION**

*“The mobile onsite shredding revolution is here  
-making a DRAMATIC DIFFERENCE to your  
information security by destroying confidential  
documents at your site, while you watch.”*

*-Robert Keyes*



*very simple...very effective...worry free  
 ...secure on-site...environmentally friendly...  
 systematic & complete...be in control.*



**THE MOBILE SHREDDING COMPANY, A LOCALLY OWNED AND OPERATED COMPANY, IS NOW OFFERING A TOTALLY SECURE MOBILE ONSITE SHREDDING SERVICE TO ORGANISATIONS IN NEWCASTLE, THE CENTRAL COAST AND THE LOWER HUNTER.**

**WHY SHRED?**

Shredding is important! In today's business world, virtually every document created is confidential in one way or another. The most responsible action and the best way to protect yourself and your company is to shred all discarded information.

A variety of issues and concerns drive the need to systematically and completely destroy discarded information by shredding. Consider the following 5 reasons why you should shred:

- Privacy Act Compliance
- The Massive Growth in Identity Fraud
- Protection from Corporate Espionage
- Customer & Staff Privacy Expectations
- Waste & Environmental Obligations

**OUR SERVICES**

REGULAR	ONE-OFF
We will provide your business with a secure lockable bin in which you deposit documents ready for destruction. On a pre-determined schedule or on call basis we will come by and shred the contents onsite, with complete security.	Ad hoc, purge or archive shredding. Just make an appointment and we will arrive to destroy your old or dated documents, onsite with complete security. No job is too big or too small.

**WHAT CAN BE SHREDDED?**

- Paper
- Envelopes
- Cancelled Cheques
- Old Cheque Books
- Account Records
- Medical Records
- Files & Contents
- Diaries
- Binders
- Notepads
- Invoices
- Forms
- Reports
- Blueprints
- Telephone Books
- And much more...

**No sorting or preparation required!**

Our powerful shredders can handle things like staples, clips, ring binders, folders, boxes, report covers etc. saving you time and money.

**ACT NOW!**

All sorts of information on all levels of your organisation need to be protected. **Don't let your confidential information fall into the wrong hands.**

Protect yourself, your suppliers, your employees, your business and its future by using The Mobile Shredding Company's secure on-site document destruction service.

If you think your business could benefit from our on-site shredding service then give us a call today. The security of your information is too important. We will be happy to meet with you and discuss your needs.

For more details, to request a quote or to book an onsite demonstration, use one of the contact methods below:

**Call us on 49579903**  
**Email: [info@mobileshredding.com.au](mailto:info@mobileshredding.com.au)**  
**Visit [www.mobileshredding.com.au](http://www.mobileshredding.com.au)**

**6 EASY STEPS TO HAVING YOUR DOCUMENTS SHREDDED**

- 1** Place your sensitive, private and confidential documents in the locked bin provided.
- 2** As scheduled or at your request our uniformed Customer Service Representative will arrive and take the locked bin to the parked Mobile Shredding Truck.
- 3** The bin will be uplifted to the shredding cabin of the truck and tipped the hopper of the powerful on-board shredder.
- 4** The powerful on-board shredder now destroys the documents turning them into small pieces that can't possibly be reconstructed.
- 5** The shredded waste is now stored on-board the truck. We return the bin and supply you with a Certificate of Destruction for your records.
- 6** The shredded waste is off loaded at the recyclers ready to be reprocessed into a variety of paper products.

## WHY THE MOBILE SHREDDING COMPANY?

Issue	In-House Shredding	The Mobile Shredding Company
Costs	<ul style="list-style-type: none"> <li>• Cost of equipment - A mid range office shredder is around \$500.</li> <li>• Maintenance and running costs.</li> <li>• Shredding can be very time consuming.</li> </ul>	<ul style="list-style-type: none"> <li>• No equipment to buy.</li> <li>• No maintenance or running costs.</li> <li>• No staff time required.</li> </ul>
Security	<ul style="list-style-type: none"> <li>• Entry Level or part-time employees may have access to your company's most confidential information.</li> <li>• Shredding can be seen as a waste of productive time by some employees, and in busy times it may not be done completely or correctly.</li> <li>• No documented support for what has been shred or when it was shredded.</li> </ul>	<ul style="list-style-type: none"> <li>• The confidential information is held in lock bins until it is shredded.</li> <li>• Employees only need to deposit the documents in the secure bin on-site to ensure complete destruction.</li> <li>• A reliable, fully documented and systematic method of destruction.</li> </ul>
Ease of use	<ul style="list-style-type: none"> <li>• With small in-house shredders all material must be pre-processed before shredding to remove staples, clips etc.</li> <li>• Only a few sheets can be fed into the shredder at a time.</li> <li>• The shredded waste is messy and takes up a lot of bin space.</li> </ul>	<ul style="list-style-type: none"> <li>• The powerful onboard shredders can handle all types of office stationery like staples, clips, boxes, folders etc.</li> <li>• The onboard shredder destroys at a rate significantly faster than any office shredder.</li> <li>• The waste is held onboard the truck where it is taken for recycling.</li> </ul>

Issue	Off-site Shredding Service	The Mobile Shredding Company
Opportunity for error	<ul style="list-style-type: none"> <li>• Many opportunities for things to go wrong leaving your confidential documents in danger of falling into the public domain or into the wrong hands.</li> <li>• What happens between pick up and the final destruction of your documents?</li> <li>• Where is the shredding done?</li> <li>• Who does the shredding?</li> <li>• Are your documents sorted by colour or grade to improve the sale value of the shredded material?</li> <li>• Are your documents held until there are enough documents for a shredding run?</li> </ul>	<ul style="list-style-type: none"> <li>• Opportunity for error has been minimised by the design of the service.</li> <li>• You never lose control of your intact confidential information.</li> <li>• The shredding is done onboard the truck at your site.</li> <li>• The shredding is done by the uniformed customer service representative who collected the bin.</li> <li>• There is no sorting or grading, the documents go direct from the bin into the hopper of the shredder.</li> <li>• All documents are destroyed immediately and on the spot.</li> </ul>
Costs	<ul style="list-style-type: none"> <li>• Can include shredding fees, bin rental, delivery fees, service fees and administration fees.</li> </ul>	<ul style="list-style-type: none"> <li>• Simple fee structure that includes shredding fee and bin rental fee only. No other hidden fees.</li> <li>• Competitively priced yet offering a superior service.</li> </ul>
Able to be witnessed	<ul style="list-style-type: none"> <li>• Difficult &amp; hard to arrange witnessing the destruction.</li> <li>• Time consuming as you must travel to the shredding facility.</li> <li>• Not practicable for every destruction.</li> </ul>	<ul style="list-style-type: none"> <li>• Easy.</li> <li>• Just come to the trucked parked at or near your premises anytime you please to witness the destruction of your documents.</li> </ul>
Ease	<ul style="list-style-type: none"> <li>• Hard to change from a standard bin style service.</li> </ul>	<ul style="list-style-type: none"> <li>• Flexible solutions to meet your needs.</li> <li>• Archive shredding - any quantity any time. We come to you with truck ready to shred.</li> </ul>



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