

# OPEN SHRED DAY AT THE INSTALLATION DESTRUCTION FACILITY

**DO YOU HAVE PERSONAL DOCUMENTS AT HOME THAT HAVE BEEN PILING UP WAITING TO BE SHREDDED?**

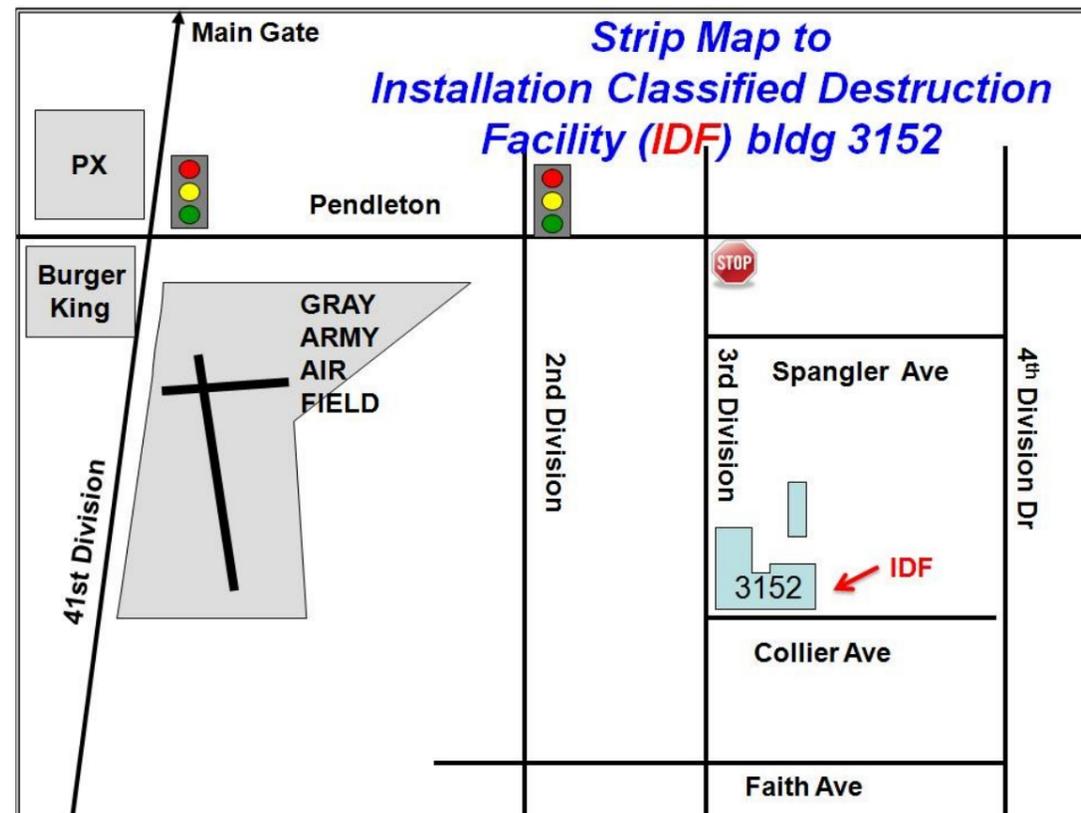


**Come shred them at the Installation Destruction Facility! Our high capacity shredders can chew up those old tax forms, personal documents, mail, contracts, and any other paper or CD items that you want shredded.**

- **Max of (3) Printer paper size boxes per person**
- **Remove paper clips & documents from binders**

*\*\* Official Government Documentation is not Authorized during open Shred. Units / Organizations on JBLM are required to make appointments for Official Shred. Please review our website below on how to make an appointment.*

**Website: <http://www.lewis-mcchord.army.mil/DPTMS/security/destruction.htm>**



**OPEN SHRED DAYS  
2014**

**First Friday of Each  
Month except for July**

- 03 January 2014
- 07 February 2014
- 07 March 2014
- 04 April 2014
- 02 May 2014
- 06 June 2014
- 11 July 2014
- 01 August 2014
- 05 September 2014
- 03 October 2014
- 07 November 2014
- 05 December 2014

**Time:**

**0800 to 1100**

The doors to the facility will close at 1100 to allow individuals who are currently shredding to finish so the machines can be shut down at 1130.

***Soldiers,  
Civilians,  
Families  
Welcome..***