



# Document Destruction

Oswestry Self Store's shredding facilities, supplied by Simply Shredding Oswestry, is another way we can manage your confidential documents and ensure any unwated files are securely disposed of. See below all information and fees for both business and private customers.

**OPENING HOURS**

**Monday - Friday: 08.00 - 17.30**  
**Saturday - Sunday: Closed**

**OFFICE SHRED**

Using Simply Shredding's Office Services is very easy. You can either bring your confidential waste into our branch or we can arnrg to collect it from your Office.

Once your paperwork has been securely shredded we will issue you with a certificate of destruction direct from our website showing the date of destruction.

If you already have it bagged or boxed we will pro-rata the volume to our standard size as above.

### Shredding Charges

<b>1 - 10 bags</b>	£6.00 \ bag	<b>21 - 100 bags</b>	£5.00 \ bag
<b>11 - 20 bags</b>	£5.50 \ bag	<b>100 + bags</b>	£4.50 \ bag

**HOME SHRED**

- Three easy steps to Home Shredding
1. Call in and pre pay for your Simply Shredding bag
  2. Take as long as you want to fill the bag
  3. Return it to us anytime that suits you during office hours

**Home Shred Shredding Charges = £8.00 \ bag inc VAT**  
We recycled 100% of the paper we shred and plant oak trees annually through The Woodland Trust.

All prices subject to VAT.

## Wheelie Bins

We can provide a lockable wheelie bin with a slotted lid. Our Shredding charges are based one collection per bin every four weeks plus VAT.

### Wheelie Bin Guide Charges

One Bin	£28	Two Bins	£22
Three Bins	£16	Four Bins	£13
Five Bins	£11	Six Bins	£10

## Office Consoles

We can provide lockable office consoles containing a large shredding bag. Our Shredding charges are based one collection per console every four weeks plus VAT.

### Office Console Guide Charges

One Bin	£30	Two Bins	£28
Three Bins	£19	Four Bins	£15
Five Bins	£13	Six Bins	£11

**Prevent fraud and destory.....**  
utility bills, bank statements, wage slips, cheque book stubs, credit card statements and old credit cards.