



No-Touch Shop Shred Day Procedures during the COVID-19 Pandemic

There is no greater priority than the well-being of our customers and team members. Shark Shredding is taking all necessary precautions to continue to serve you while maintaining health and safety standards as our nation deals with the COVID-19 pandemic. Our top priority will always be our valued customers and ensuring their safety.

We recognize this is an evolving situation and are aware that there may be new guidelines and restrictions that could further impact companies. We will continue Shop Shred Days but we are closely monitoring all developments and taking all necessary actions to keep you, our employees and community safe.

We are taking the following no-touch precautions at Shop Shred Events during COVID-19:

- We are now taking appointments in 15-minute intervals between 8 a.m. to 12 p.m. to follow the social distancing recommendations and eliminate multiple people coming at one time.
- Staff will wear protective masks and gloves, in addition, they will regularly wash their hands or use hand sanitizer.
- All shredding equipment and our fleet of trucks will properly be sanitized daily.
- If a client does not want to give signature, Shark Shredding will ask clients for their email to send a copy of receipt and Certificate of Destruction.
- Team members are instructed to stay home if they are sick and encouraged to seek medical attention if needed. In addition, we are taking temperatures of all staff to make sure they do not have a fever.

For questions or to schedule your Shop Shred Day appointment, please call 708-388-0011. Thank you for your patience during this crisis and continued support of local businesses.