

# The Hidden Costs of Do-it-Yourself Shredding

At first glance, using an office shredder might seem like a sound economical solution, but it could be costing you more than you think.

## The Day-to-Day Costs

The cost of purchasing an office shredder is normally less than \$200. However, you also need to factor in the additional and ongoing monthly costs that can really add up over time. For example:

Number of employees	5
Shred time (min)/day for each employee	5
Number of working days in a month	22
<b>Monthly time spent shredding (min)</b>	<b>550</b>
Equivalent time in hours spent shredding	9
Avg hourly wage (including benefits) <sup>1</sup>	\$40.90
Monthly labor cost to shred	\$368.10
<b>Yearly labor cost to shred</b>	<b>\$4,417.20</b>

## The Costs of a Security Breach

In addition to the labor costs associated with having your own employees take care of your shredding, you need to consider how secure your process is and how well you protect your confidential information.

- ▶ Where are the confidential documents being stored before they're being shredded?
- ▶ Are you sure all confidential information is being shredded when no longer needed?
- ▶ How easy would it be to reassemble the document strips once they've gone through the office shredder?
- ▶ Is your business required to provide proof of secure document destruction for industry-regulated compliance?
- ▶ If your business is the victim of a data breach, what would be the full cost to your business - for example, reputation, fines, and bottom line?

With Shred-it, we help ensure that you have peace of mind knowing that:



We provide locked consoles for document storage and secure removal of documents by a trained security professional.



Upon completion of your service, you get Proof of Service summarizing your documents were permanently destroyed.



We securely shred all documents using cross-cut technology that produces small confetti-like pieces that can't be put back together again.



We're helping you mitigate your risk of a costly security breach so that you and your employees can focus on growing your business.



With a recommended Shred-it all policy, you eliminate any confusion on what must be shredded and can avoid potential data theft risks.



You can feel good knowing that all paper placed in Shred-it containers is not only secure but will also be recycled.

For more information, contact us at 800-697-4733 or visit us at [Shredit.com](https://www.shredit.com)

Source: 1. Bureau of Labor Statistics, 2022 <https://www.bls.gov/news.release/pdf/ecec.pdf>

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