



How you dispose of **confidential documents** and **outmoded computers and electronic equipment** can hold serious legal and ethical implications for your organization. Federal, state, and local statutes covering both issues are increasing, constantly changing, and hitting violators with severe fines and penalties. Serious problems that you can avoid - **easily, economically, and legally** with some specialized assistance from the experts at **Certified Document Destruction & Recycling, Inc.**



Certified Document Destruction & Recycling, Inc.

860 Maple Street
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585 **482-9400**
1-800-388-3047
www.cdd-r.com



Put Your
Sensitive Documents
And **Environmental**
Liabilities
Into Trusted,
Capable Hands

Certified
Document
Destruction
& Recycling, Inc.



Document and Data Destruction

We understand that every organization has its own unique requirements for document and data security. That's why we offer a **complete range of services** and **service plans** which can be customized to provide maximum security at a price that fits comfortably within your budget.

No matter which of our services you choose, we'll provide you with a **Certificate of Destruction**, which certifies the time and date your materials were destroyed and serves as a custodial audit trail.

We specialize in all kinds of information destruction

- **Shredding:** Paper documents are shredded beyond reconstruction.
- **Granulation:** Microfilm, fiche, x-rays, ID cards, and other items are ground into ultra-fine particles.

Service plans to match your exact needs

Ask your CDDR representative for details.

Free document security analysis

Without charge or obligation, one of our customer service representatives will be happy to perform a needs analysis and recommend a service plan that meets your requirements.

Computer and Electronics Recycling

Did you know that your business or organization remains liable — and subject to stiff penalties — for computers and electronics that are not properly disposed of or recycled?

In New York State, scrap computers and certain other end-of-life electronic devices are classified as hazardous waste for businesses and organizations. Owners are required by law to dispose of them as hazardous waste unless they are recycled through a recycling company registered with the state Department of Environmental Conservation.

CDDR is ready to help

In addition to helping you satisfy your requirements for environmental compliance reporting, we provide you with a single source for convenient, economical, and environmentally responsible pickup and cleanout services for a full range of end-of-life electronics, including:

- Computers (desktops and laptops)
- Keyboards and Monitors



With our mobile shredding unit we can also work on-site for speed and extra security.

Customer Testimonials

"At ESL our vendor for destruction of confidential documents is CDDR. We have been with them for almost 10 years. We have toured the facility and are completely confident with their process. The employee's are customer focused and very helpful."

Suburban Disposal picks up our garbage at branch locations. This is dumpster as well as tote service. They are more cost effective than our previous vendor. Suburban equipment is always clean. As with CDDR employee's are very friendly and respond immediately to our requests."

Sean Noonan

Facility Specialist
ESL Federal Credit Union

"Certified Document Destruction has been a valued Vendor of ITT Industries since 2004. We can count on them to handle our material in a secured environment with the utmost confidentiality. Their drivers are always pleasant and courteous. They have numerous times, without hesitation gone the extra mile to do an extra pick up for us hassle-free. Making them a very dependable, reliable company to do business with. Knowing this we would highly recommend their services to others."

Skip Brahm

ITT Shipping and Receiving

Ask your CDDR representative for details and a free estimate.