

Why Destroy Documents?

Your business is entrusted with proprietary information that must be kept private. Without proper disposal safeguards, information ends up in the dumpster where it is readily, and legally, available to anyone. Destroying documents isn't just an ethical decision, it's a legal necessity, with federal and state laws requiring secure destruction of documents.

Let us Collect, Shred and Dispose of Your Documents.

Goodwill of Orange County assists individuals with disabilities and other disadvantages to obtain productive and valuable training and employment. Often individuals find meaningful work in our business services including Document Destruction, so when you choose Goodwill, you're helping your company and others in the community.

We offer a proven, trusted source for document collection, shredding and disposal that provides:

- Competitive rates
- Safety and security
- Convenience and reliability
- A way to help people with disabilities

Creating Opportunity in Your Community.

75% of our employees are people with disabilities. By using our services, your business can help adults with disabilities gain employment, independence and pride.

We Also Offer Custodial Services.

Goodwill of Orange County provides complete custodial contract services in the Orange County area. Your offices will be serviced by a fully trained, pre-screened custodial crew, and managed by on-site job coaches who ensure the quality of their work.

Our custodial customers include several high profile government and private buildings throughout Orange County including the Ronald Reagan Federal Building and U.S. Courthouse and the Chet Holifield Federal Building. In addition, we have been recognized by the Building Owners & Managers Association for excellence in custodial services.

Our website at ocgoodwill.org provides more information about our services.

To speak with someone about Document Destruction or Custodial Services, please call 714.569.0449.



*Goodwill of Orange County
Business Services
3232 S. Fairview
Santa Ana, CA 92704
714.569.0449
ocgoodwill.org*



The Face of
Independence

GOODWILL OF ORANGE COUNTY

SECURE DOCUMENT DESTRUCTION FOR YOU. A LIFE-CHANGING JOB FOR ANOTHER.

Document Destruction Services



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Printed on recycled paper with soy-based inks.



Document Destruction Services, Step By Step.

Here's how our service works:

- 1 We furnish secure, locked bins at your place of business, where you deposit documents and records to be destroyed.
- 2 We pick up the bins according to your site schedule and replace them with empty bins.
- 3 We transport the bins, locked in a sealed truck to our secure, access-controlled state-of-the-art facility.
- 4 The documents are weighed, shredded and then compacted into huge bales.
- 5 You receive a Certificate of Destruction as proof that the work is complete.
- 6 The shredded paper is recycled.

Successful Companies Rely On Us.

We provide secure document destruction services to an array of industries that include financial services, legal, healthcare and insurance as well as a number of state, county and local government agencies.



Document Destruction Has Never Been So Easy.

Our convenient service has earned a solid reputation in Orange County.

- Competitive pricing including a charge-by-the-pound option
- Bins are picked up automatically, no phone call required
- You don't need to remove staples, paper clips, file folders or report covers
- Companies can destroy documents year-round instead of a year-end purge that requires months of storage

Safeguards Ensure Security at Every Stage.

We take many measures to ensure your sensitive documents are protected.

- Containers are locked and secured at your business and in transit
- The shredding facility is access-controlled, protected with multiple perimeters and 24-hour video surveillance
- Every employee has undergone a federal background check
- Witnessed destruction is available by appointment



“With growing concern about identity theft, medical confidentiality, corporate espionage, terrorism, and other hazards linked to the unsecured transmission of information, document destruction has become an almost obligatory step in the disposal of paper produced by most businesses and organizations in the United States.”

— Robert Johnson, Executive Director of the National Association for Information Destruction, Inc. (NAID)

