

# DOCUMENT DESTRUCTION EVENT

According to the Federal Trade Commission (FTC) an estimated 10 million Americans were victims of identity theft in 2008. The FTC recommends that all personal documents be shredded before throwing them in the trash.

The Village will be hosting a one-day document destruction event (DDE) on October 9, 2010 from 9:00 AM to 11:00 AM in the Village Municipal Complex Parking Lot (901 Wellington Ave).

The Solid Waste Agency of Northern Cook County (SWANCC) is arranging for a document destruction company to be on site to shred paper documents for Village residents, at no cost.

A sample of the following items can be brought:

- *Bank Statements*
- *Medical Forms*
- *Credit Card Applications*
- *Personal Files/ Records*
- *Retired Tax Forms*
- *Receipts*

Staples and paper clips do not need to be removed, but binders are not allowed. Only paper waste generated by residents that live in SWANCC-member communities will be accepted.

**If you cannot wait until October to attend the Elk Grove Village DDE, you can drop-off your waste at any SWANCC sponsored event.**

A list of the SWANCC sponsored document destruction events are as follows:

- May 22- Mount Prospect Public Works
- June 5- Buffalo Grove Public Service Center
- June 12- Glenview Public Works
- June 26- Palatine Public Works
- July 17- Evanston Village
- July 24- Winnetka Public Works
- August 7- Niles Public Works
- Additional Document Destruction Events are scheduled for the fall.

***Business waste will not be accepted.***

***Proof of residency will be required.***

Contact the Department of Health & Community Services for more details at  
(847) 357-4240.

**Here are some additional tips to help you prevent identity theft (*Accurate Document Destruction Company, a division of Groot Recycling and Waste Services*)**

- Shred all documents before throwing them away.
- Do not carry your Social Security card with you.
- Make sure your credit card statements are arriving on time. If not it could mean someone has taken over your account and changed your billing address to hide the theft.
- Only do Internet business with established companies.
- Never give personal information over the phone, the Internet or through the mail unless you know with whom you are dealing.
- Be cautious about where you leave personal information in your home, especially if you have roommates or outside employee help.
- Get a police report if your wallet is stolen or lost.
- Do not put sensitive outgoing mail, such as a credit card application, in the outside mailbox.
- Check your credit report at least once a year.

If you become a victim:

- ✓ Call the federal Trade Commission hotline @ 877-IDTHEFT
- ✓ Contact the fraud departments of the three major credit reporting bureaus- Equifax, Experian and TransUnion- and place a fraud alert on your file.
- ✓ Notify all companies where you have accounts—banks, credit card issuers, utilities.
- ✓ File a police report.