

Earth Day 2025- SHREDDING and RECYCLING Event

DATE: 4/22/2025

TIME: 09:00 AM - 3:00 PM

WHERE: Facilities Management Parking and Student Center Parking Lot

DETAILS:

Norfolk State University's Environmental Equity Model Project and the Department of Energy & Sustainability are offer an annual Shredding and Recycling Event, taking place on **Earth Day 2025**, Tuesday, April 22nd at Location #1 – Facilities Management Parking lot and Location #2 - Student Services Center Building.

Location # 1 - Facilities Management Parking lot#3 - 9 am. - noon, and Location #2 -Student Services Center Building 1 pm. – 3 pm. Student. **Faculty, Staff, and surrounding community can securely dispose of unwanted documents.**

These are the items that can/cannot be shredded.

CAN:

Any type of paper
Old homework assignments
Medical records
Tax returns
Bank statements
Canceled checks
Paper Clips
Ring Binders
Secured Documents - 10 years and older.



CAN Not:

Batteries
Plastic
Electronics
Wood products
Cardboard

Norfolk State University Student, Faculty, Staff, and surrounding community will be allowed to dispose of university documents and personal documents.

Disposal of the items being shredded and recycled will be collected at this event and handled by Commonwealth Document Management (CDM).

The event may end early if the shred truck and electronic recycling truck reach capacity.

Contact Facilities Management – Department of Energy & Sustainability for more information regarding the shredding and recycling: email remartin@nsu.edu.