## Department of Treasury

## Division of Property Management and Construction

**Bureau Of Special Services** 

Multi-Use Warehouse

## **NOTICE OF NEW SERVICES**

August 12, 2013

The Treasury Mulit-Use Warehouse is pleased to announce a new service program that will provide all State agencies Electronic Shredding for all, Hard Drives, Blackberry's, Cell Phones, Tape Drives, Diskettes, CD-DVD, PDA and Non-Opening Tablets.

This program will allow agencies the ability to declare these items as surplus and delivered to the warehouse for safe and secure shredding destruction under NJ-OIT, Purchase Bureau and B.O.S.S. guidelines. The program will not only allow agencies at no charge for the destruction, but will allow agencies to free up valuable space within their own locations and will be a revenue generating operation through the E-RECYCLE PROGRAM where funds from this program will be generated and go to the Treasury General Fund.

Please see the attached Declaration form which will be required to be filled out and schedule delivery date through the normal process through the warehouse management.

Warehouse – 121 1<sup>st</sup> Avenue, Hamilton NJ 08610

Phone- 609-588-2015