MUSC OFF-CAMPUS PAPER SHREDDING SERVICE

The MUSC Office of Sustainability & Recycling is providing its services to off-campus MUSC, MUHA and MUSC Physicians clinics. We offer a paper shredding and recycling route: this is a shredding service for your documents with confidential information and all other office paper as well.

If you would like your clinic or location to be included as a weekly stop, please contact the MUSC recycling office to make the necessary arrangements. Here are the bin choices:

#2) Slim Jim with slot top

#3) locked console

#6) 96 Gal locked bin

#2) Slim Jim with Slot top: 23’ wide x 34” high x 11” deep: these are perfect for most office locations fit neatly next to copy machines

#3) Locked Console: 30 gallon dimensions: 23” w x 35.5” h x 15” d: these are for patient areas and nurse’s stations

#6) 96 Gallon locked container with drop-in slot: one of these is needed at each building location

Pictures of all our bins are available on our website; click here for more details

Recycling Service Rate: click here for our latest rate sheet or see page 2

Other services offered:

Off-Campus Office Cleanout = Items that can be included in the bin designated for recycling include old files, patient records, regular paper, books, magazines, newspaper. Call us or email recycle@musc.edu if you are unsure what to do.
Recycling Service Rates
MUSC Office of Sustainability and Recycling
843-792-4066

Items that can be recycled at MUSC:
- Office paper, confidential paper
- Plastic #1-#7, glass bottles, aluminum & steel cans
- Cardboard & paper board
- E-Waste: batteries, disks, slides, small electronics (not computers and printers) (CD’s, tapes, wires, cords, computer parts, radios,
- Toner Cartridges, X-Ray film
- Office Supplies, Books, Magazines, Newspaper,
- Phonebooks (once/year)

On-Campus Regular Weekly Shredding Service:
1. Deliver new recycling bin(s) = no-charge
2. Empty bins = $3.85 per bin all sizes

On-Campus Office Cleanout:
(See above list for items that can be included in clean out bin)
1. Deliver office cleanout bins No-Charge
2. Pickup and replace = $3.85 (per 90/96 gal. bin)
3. Pickup and do not replace = $3.85 (per 90/96 gal. bin)

Off-Campus Shredding Service:
1. Deliver new bin = $15 per trip
2. Empty bins = $25 per trip + $3.85 per bin all sizes

Off-Campus Office Cleanout:
1. Deliver cleanout bins =$15 per trip
2. Pick-up and shred = $25 per trip + $3.85 per bin all sizes

Other Charges:
PGS (Plastic #1 &#2 bottles, glass bottles, steel, aluminum) $3.85 per bin
E-waste = $3.85 per bin
All Batteries = $3.85 per bin
Unlock Bin (between 7 am and 3:30 pm) = $3.85