

## MARCH SERVICE AWARDS

*Celebrating Pacific Employee Anniversaries*

### 22 YEARS

Collings Aki

### 7 YEARS

Chris Sharp

### 6 YEARS

Chris Flores

### 3 YEARS

Scott Steers

Zang Her

### 2 YEARS

Javier Gandara

*“Adversity is like a strong wind. It tears away from us all but the things that cannot be torn, so that we see ourselves as we really are.”*

— Arthur Golden

### What’s Inside This Month?

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*Storage Simplifies Your Filing Process*

*March Offers!*

## Thoughts from Richard Steed

March has always felt like a month in negotiation.

Winter hasn’t fully packed its bags, yet spring keeps knocking at the door.

One day brings bright sun and melting snowbanks, the next reminds us that scarves still belong by the front door. It’s a season of in-between

moments, where patience becomes a useful skill.

There’s something hopeful about that tug-of-war, though. You start noticing small signals that things are changing. The days stretch a little longer. The air softens just enough to make a walk outside feel worthwhile again. Even the most stubborn snow piles begin to shrink, revealing sidewalks we almost forgot existed.

March is also when many of us rediscover the urge to clear things out. Closets get a second look, junk drawers suddenly seem less mysterious, and the idea of “spring cleaning” starts to feel less like folklore and more like a plan. After months of winter routine, a little order and fresh space can feel surprisingly energizing.

Of course, cleaning doesn’t always mean tossing everything in sight. Sometimes it’s about taking a closer look—deciding what’s still useful, what belongs somewhere else, and what has served its purpose. A thoughtful approach tends to work better than a rushed one, especially when the goal is clarity rather than simply making things disappear.

That same mindset shows up in records management. As organizations move deeper into the year, March is a natural moment to review how information is being handled. A little attention now—checking retention schedules, organizing active files, and letting go of outdated material—keeps systems running smoothly long before the busier seasons arrive.

So here’s to March, the month that teaches us patience while quietly preparing the ground for something new. It may not always feel like spring just yet, but with each passing day, we get a little closer to it.



*Richard*

## SHRED 6 DRIVES FOR THE PRICE OF 5

One (1) Hard Drive shredded FREE for every five (5) you bring in during the month of March!

## Helping Your Portly Feline



If you have a cat that is overweight, you are not alone. According to the Association for Pet Obesity Prevention (APOP), roughly 60 percent of cats in the United States are overweight or obese. But surprisingly, many cat owners are unaware that their pets are overweight. Since weight gain often happens gradually over several years, it can be easy to miss the warning signs that your cat

is becoming obese.

How do you know if your cat is overweight? First, you need to know what is normal. Most domestic cats have a healthy weight somewhere between eight and twelve pounds, although this varies by breed and body type. Some breeds—such as Persians, Siamese, and Maine Coons—may naturally weigh more. If you don't know what your cat weighs and have concerns, a visit to your veterinarian may be in order.

If you find that your cat is overweight, discuss ways to help with your veterinarian. A healthy diet for an overweight cat often focuses on high-protein, lower-carbohydrate foods. This can sometimes be easier to achieve with canned food rather than dry food. Avoid simply refilling your cat's bowl whenever it gets low. With your vet's help, determine the proper daily amount of food and stick to that portion. In general, no more than about ten percent of a cat's daily calories should come from treats.

Finally, if you've noticed your cat slowing down, encourage more play and exercise. Use a laser pointer, offer interactive toys, or simply play with your cat for at least 15–20 minutes each day.

### Green March Tips

March is a perfect month to refresh your home with simple green habits. Open windows on mild days to reduce heating use, and take advantage of natural light whenever possible. Swap disposable items for reusable alternatives, recycle what you can, and repurpose materials instead of tossing them. Even small efforts—like using energy-efficient bulbs—add up. As spring approaches, these mindful choices help lower waste, conserve energy, and set a sustainable tone for the season ahead.

### Trivia Quiz Answers

1) War; 2) Aquamarine; 3) Vernal (spring) equinox; 4) Leo; 5) "March winds"; 6) Daffodil; 7) Sleep; 8) Migration; 9) Freezing nights and thawing days; 10) "In like a lion, out like a lamb"

## March Holidays and Events

### Daily Observances:

- 1 World Compliment Day
- 2 Read Across America Day
- 3 World Wildlife Day
- 4 National Grammar Day
- 5 Nametag Day
- 6 National Day of Unplugging
- 7 Genealogy Day
- 8 Check Your Batteries Day
- 8 Daylight Saving Time Begins
- 8 National Proofreading Day
- 9 Fill Our Staplers Day
- 10 International Bagpipe Day
- 11 Registered Dietitian Nutritionist Day
- 12 World Kidney Day
- 14 National Urban Ballroom Dance Day
- 14 Pi Day
- 15 True Confessions Day
- 16 Freedom of Information Day
- 16 No Selfies Day
- 17 St. Patrick's Day
- 18 Forgive Mom and Dad Day
- 18 National Biodiesel Day
- 19 Absolutely Incredible Kid Day
- 20 Kiss Your Fiance Day
- 20 First Day of Spring
- 21 National Renewable Energy Day
- 21 World Poetry Day
- 21 World Down Syndrome Day
- 22 National Goof-Off Day
- 22 World Water Day
- 23 National Puppy Day
- 24 World Tuberculosis Day
- 25 Pecan Day
- 25 Tolkien Reading Day
- 26 Make Up Your Own Holiday Day
- 29 National Mom and Pop Business Owners Day
- 30 World Bipolar Day

### Monthly Observances:

- Irish-American Heritage Month
- Sing with Your Child Month
- Social Work Month
- Vascular Anomalies Awareness Month
- Workplace Eye Wellness Month
- Youth Art Month
- Colic Awareness Month
- Credit Education Month
- Employee Spirit Month
- Expanding Girls' Horizons in Science and Engineering

## PacBlog

# Best Practices for Compliant Financial Records Management

PacBlog is the monthly web log of Pacific Records Storage. To read this month's installment, please click the title below.

<https://pacific-records.com/best-practices-for-compliant-financial-records-management/>

You may also access the PacBlog at the URL below. There you will find this month's installment along with archives of previous installments.

<http://pacific-records.com/category/pacnews>

## Have A Question For Us?

We love to hear from all our good friends and clients who enjoy reading our monthly newsletter. If you have a question related to off-site document storage, shredding, media vaulting, or document imaging, please feel free to give us a call or send us an email.

(888) 893-6054 or [info@pacific-records.com](mailto:info@pacific-records.com)

**Do You Want  
To Win A \$25  
Amazon  
Gift Card?**



Each month we'll give you a new challenge of some type. All those who reply with a correct answer are eligible to win. At the end of the month we'll draw the name of one lucky winner.

Here is this month's challenge:

What do you call a whole lot of strawberries bunched together?

Last Month's Answer to:

*What is a mathematician's favorite dessert?*

**Pi!**

Last month's Winner:

**JANESSA MALOUGH**

Email your answer to [info@pacific-records.com](mailto:info@pacific-records.com)

## Trivia Quiz: March Awareness

As winter loosens its grip and daylight grows quickly, March brings shifting seasons, blustery weather, and signs of renewal. Test your early-spring knowledge!

1. March is named after Mars. In Roman mythology, Mars was primarily the god of what?
2. What is March's traditional birthstone, often associated with the color of seawater?
3. What astronomical event occurs in March that brings nearly equal day and night worldwide?
4. Which constellation of the zodiac becomes prominent in the evening sky during March?
5. What weather phrase describes March's reputation for strong and changeable winds?
6. What traditional flower is associated with March and symbolizes rebirth or new beginnings?
7. What type of precipitation forms when raindrops freeze while falling through cold air?
8. What seasonal movement of animals returning northward typically accelerates in March?
9. In maple syrup production, what natural cycle of temperatures allows sap to flow?
10. What well-known seasonal phrase describes the unpredictable weather often experienced during March?

*Trivia quiz answers at the bottom of page two!*



"Crime fighting is his passion  
but this pays the bills."

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# ***Tax Season Prep: How Offsite Records Storage Simplifies Your Filing Process***

Tax season stress often stems from one simple problem: you can't find what you need when you need it. For Sacramento businesses, offsite records storage offers a practical solution that transforms chaotic tax preparation into a streamlined process.

## **Reclaim Your Office Space**

Tax documents pile up fast. Between receipts, invoices, payroll records, and financial statements, businesses quickly run out of storage space. Keeping years of tax records onsite means valuable office real estate gets wasted on filing cabinets instead of productive workspace. Offsite storage clears the clutter while keeping your documents secure and accessible.

## **Better Organization from the Start**

Professional records storage facilities don't just warehouse your boxes—they implement systematic organization that makes retrieval easy. Documents are cataloged, indexed, and stored according to your specifications. When tax time arrives, you know exactly where everything is located. No more digging through mismatched file folders or searching multiple cabinets for that one missing receipt.

## **Meet Retention Requirements Without the Mess**

The IRS requires businesses to retain tax records for at least three years, with some documents needing longer retention periods. Employment tax records stay on file for four years, while property records stick around for as long as you own the asset plus seven years after. That's a lot of paper taking up premium office space. Offsite storage keeps you compliant without cramming your office full of old files.

## **Security You Can Trust**

Tax documents contain sensitive financial information that requires serious protection. Professional storage facilities provide climate-controlled environments, fire suppression systems, and 24/7 security monitoring—safeguards that exceed what most offices can provide. Your confidential business data stays protected from theft, damage, and unauthorized access.

## **Quick Access When You Need It**

Modern offsite storage isn't about boxing things up and forgetting them. Reputable facilities offer retrieval services that get documents back to you quickly—often within hours. Some providers even offer digital scanning services, allowing you to access specific documents electronically without waiting for physical delivery.

## **Simplified Year-End Processes**

When your records are professionally organized and stored, year-end tax preparation becomes straightforward. Your accountant can request specific documents, and they arrive complete and organized. No scrambling, no missing paperwork, no extensions filed because you can't locate critical records.

## **Plan Ahead for Smoother Seasons**

Smart Sacramento businesses don't wait until tax season hits to get organized. Implementing offsite records storage now means you're prepared when April approaches. Start by identifying which documents must stay onsite for daily operations and which can be archived offsite.

Tax season doesn't have to mean office chaos and filing frustration. With professional offsite records storage, you gain space, security, and peace of mind—exactly what your business needs when tax deadlines loom.

*“We tend to forget that happiness doesn't come as a result of getting something we don't have, but rather of recognizing and appreciating what we do have.” —Frederick Keonig*



## ***The 2026 calendars are in!***

Please email us if you didn't get yours and would like one, or if you would like some for your office: [info@pacific-records.com](mailto:info@pacific-records.com)



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