

# NEWS You Can Use

## MAY SERVICE AWARDS

*Celebrating Pacific Employee Anniversaries*

### 22 YEARS

Carmen Rutz

### 21 YEARS

Raynaldo Medina

Rafael Tellez

### 4 YEARS

Samuel Casillas

### 2 YEARS

Anita Mendoza

### 1 YEAR

Samuel Allen

## Green May!

As May blossoms, let's champion green living! Embrace nature's hues by planting gardens and conserving water. Practice recycling, composting, and reducing energy consumption. Engage in community clean-ups and support local eco-friendly initiatives. Together, let's nurture the earth, ensuring a sustainable future for generations to come.

### What's Inside This Month?

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*An Apple for the Teacher?*

*Preventing Clothes Dryer Fires*

*Want to Win a \$25 Amazon Gift Card?*

*The Dangers of DIY Document Storage*

*How to Review Us on Google*

*May Offers!*

## Thoughts from Richard Steed



Can you believe it's May already? Did you know that in May of 1990, Microsoft released Windows 3.0? What a difference THAT has made in our lives, eh? Mothers' Day is in May, too. Happy Mothers' Day to all the mothers out there! Did you know that the Friday before Mothers' Day is Military Spouse Day? Let's see . . . what else? Well, May is one of my favorite months simply because it's spring!

Spring is the time for many of us to have a yard sale or start bringing out toys like grills, boats, and jet skis, preparing for summer parties and fun. May is also a time for remembering the fun we had as kids. When I was a kid, for instance, we used to play with our parents' business invoices, which had carbon copies attached, and pretend we were selling products to each other. Perhaps you pretended to be in business too when you were a child? Those were the days!

Today it's much different. Instead of using carbon paper, we now use copy machines and scanners—if we bother with hardcopy at all. Instead of pretending to be in business, we really are in business. Instead of wasting tons of paper, we now recycle it. Oh, how the times have changed!

I've handled many confidential files in my lifetime, and my bosses trusted me to take care of them. But today you really have to be careful. Even recycling plant workers can have access to your personal information if you don't shred your documents before you toss them into the recycling bin. Identity theft has become so bad that you can't even be sure about putting your social security number on a job application! That's why I'm proud to be someone who, in these times, helps to eliminate such threats to our privacy.

Have a wonderful May, watching the children play, oh so differently than we did in our day!

*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 May!

## Trivia Quiz: All About May!

Welcome to the Marvelous May Trivia! Delve into the charm of May with intriguing questions and fascinating facts. Let's celebrate the joys of this vibrant month!

1. May is the fifth month of the year in the Gregorian calendar. What is the origin of the name "May"?
2. In many countries, May 1st is celebrated as International Workers' Day. What term is commonly used for this holiday in the United States?
3. The birthstone for May is emerald. What is the alternative birthstone for May, often considered a modern choice?
4. May 4th is celebrated as Star Wars Day by fans of the franchise. What popular phrase is exchanged among fans on this day?
5. In the United States, Memorial Day is observed on the last Monday of May. What is the primary purpose of Memorial Day?
6. The famous ship RMS Titanic sank on April 15th, 1912. In what month and year was the wreckage discovered on the ocean floor?
7. In many cultures, May is associated with the celebration of what seasonal event, symbolizing fertility and growth?
8. What famous English nurse, known as the founder of modern nursing, was born on May 12th, 1820?
9. May 5th is celebrated as Cinco de Mayo in Mexico and the United States. What historical event does this holiday commemorate?
10. What is the zodiac sign for those born for most of May?

*Answers on Back Page!*

## An Apple for the Teacher?

Who better to know what to get a teacher as an end of the school year gift than teachers themselves? A recent survey asked educators what they most want to receive. Here are the results.

### School Supply Basket

Fill a basket with basic office and school supplies, rubber stamps and stamp pads, stickers, and a gift certificate to an office supply store.

### Fun in the Sun

Help your favorite teacher celebrate summer with a beach bucket filled with sunscreen, sunglasses, water bottle, sun visor, flip flops, a puzzle book, and a gift certificate to a local pool or water park.

### Gardening Gifts

A large plant pot can hold seeds, garden tools, work gloves, a sun visor, and a gift certificate to a local nursery.

### Movie Night

Get an unused popcorn box from a cinema and fill it with microwave popcorn packs, Junior Mints, and a cinema gift card.

## May Holidays and Events

### Daily Observances:

- 1: May Day
- 2: World Tuna Day
- 3: World Press Freedom Day
- 4: Star Wars Day (May the Fourth Be With You)
- 5: Cinco de Mayo
- 6: International No Diet Day
- 7: National Teachers' Day
- 8: World Red Cross and Red Crescent Day
- 9: Europe Day
- 10: National Clean Your Room Day
- 11: Eat What You Want Day
- 12: International Nurses Day
- 13: National Apple Pie Day
- 14: National Dance Like a Chicken Day
- 15: International Day of Families
- 16: National Love a Tree Day
- 17: World Hypertension Day
- 18: International Museum Day
- 19: National May Ray Day
- 20: World Bee Day
- 21: National Memo Day
- 22: International Day for Biological Diversity
- 23: World Turtle Day
- 24: National Escargot Day
- 25: National Wine Day
- 26: National Paper Airplane Day
- 27: Sunscreen Day
- 28: International Hamburger Day
- 29: Learn About Composting Day
- 30: Water a Flower Day
- 31: World No Tobacco Day

### Monthly Observances:

- National Physical Fitness and Sports Month
- Mental Health Awareness Month
- Asian American and Pacific Islander Heritage Month
- National Barbecue Month
- National Bike Month
- National Blood Pressure Month
- National Foster Care Month
- National Hamburger Month
- National Photograph Month
- National Recommitment Month
- National Salad Month
- National Strawberry Month
- National Egg Month
- National Water Safety Month
- Better Hearing and Speech Month
- National Moving Month

## PacBlog

### SPRING CLEANING STRATEGIES FOR YOUR RECORDS MANAGEMENT PROGRAM

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/spring-cleaning-strategies-for-your-records-management-program/>

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:

Why did the dinosaur cross the road?

**Last Month's Answer to:**

*How many Easter eggs can you put in an empty basket?*

**Only one—after that it is not empty anymore!**

Last month's Winner:

**DELILAH LEON**  
**\*\* CONGRATULATIONS \*\***

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

## Preventing Clothes Dryer Fires

Any appliance that generates heat can be a potential fire hazard. There are over 24,000 clothes dryer fires each year in the United States, according to The Consumer Products Safety Commission. Most of these fires cause considerable property damage.

The good news is that these types of fires are in many cases preventable. Lack of maintenance is the leading cause of dryer fires. Lint is the material that is most often ignited in a dryer fire. The key is to provide for proper airflow, allowing the dryer to heat and dry efficiently, without causing excess lint buildup or reduced airflow.

There are some simple things you can do to help prevent a dryer fire. Never leave home or go to sleep when your dryer is running or leave a running dryer unattended. The lint screen should be cleaned after every load. Synthetic material, like rubber, foam, or plastic, should never be put into a dryer. Additionally, refrain from putting any material that has been in contact with flammable liquids in the dryer, even after washing.

It's important to periodically move your dryer forward to vacuum up any lint that has collected behind and underneath. When replacing your dryer, be sure to allow for adequate space behind the dryer so as not to crush or kink the vent duct or fittings.

Dryer fires can also be caused by failure of the mechanical or electrical parts of your dryer. If you notice that clothes are taking a long time to dry or are hotter than usual at the end of a cycle, you should get your dryer inspected.

In addition to being safer for you and your family, a properly working dryer can save you money. By retaining the ability to dry effectively at a lower temperature, your utility bills will be lower, your dryer will last longer, and your clothes will last longer and look better.



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# The Dangers of DIY Document Storage

Have you ever found yourself in a conversation where people discuss risky behaviors, only to realize that you're inadvertently engaging in one of them? DIY document storage might just be one of those surprising practices, and we're here to shed light on why it's a problematic choice.

## Location Matters

When it comes to storing your business records, the right location is key. However, some places should never be considered:

- Rented storage units
- Your home
- Someone else's home
- A vehicle
- A garage
- An attic
- Another business
- Any other unsecure area

## Reasons They're a Bad Idea

If you've managed to avoid storing your documents in any of these locations, kudos to you. However, many businesses are taking the risk. If you're among them, here are compelling reasons to reconsider:

1. **Potential Fines and Legal Ramifications:** It's a legal obligation for businesses to safeguard personally identifiable information (PII) from unauthorized access or theft. Additionally, protecting your business information and financial documents is crucial. None of the above locations can offer the level of security provided by a professional records management company. Storing documents outside of a records center relinquishes

control and increases the risk of non-compliance with privacy regulations, potentially resulting in hefty fines or legal actions and damaging your reputation and finances.

2. **Vulnerability to Natural Disasters:** Disasters like fires and floods strike unexpectedly, wreaking havoc on unprotected documents. However, documents stored in alarmed facilities with 24/7 security monitoring fare much better in such scenarios. The risk of damage or loss is significantly reduced compared to storing them elsewhere.
3. **Environmental Hazards:** Climate-controlled document storage facilities shield documents from extreme temperatures, humidity, sunlight, and moisture, safeguarding them against gradual deterioration.
4. **Pest Infestation:** The storage locations listed at the outset are vulnerable to infestations by rodents, wasps, and other pests, leading to damage and contamination of documents. Opting for a professional records storage company with a purpose-built records center mitigates this risk.
5. **Physical Damage:** Locations not specifically designed for document storage pose a heightened risk of physical damage, such as spills, crushing, or exposure to dust and dirt. Secure records storage facilities feature robust shelving systems designed specifically for document storage, minimizing the risk of damage.

Make sure that you don't become the unwitting subject of the next story swap. Choose professional, secure document storage solutions to protect your information and effectively mitigate potential risks.

## How to Review Us on Google

Thank you for being a client of Pacific Records Management!

As the online world grows and expands, one thing we rely on for business is client reviews. These reviews help us to achieve better ranking in search engines. Would you be willing to review our company? We've provided the links below with easy instructions to submit your review.

Thanks in advance for taking the time to help us! We appreciate your business and it is a pleasure to serve you.

Please go to the appropriate link below for your service area:

Sacramento: [bit.ly/sac-review](http://bit.ly/sac-review)

Modesto: [bit.ly/mod-reviews](http://bit.ly/mod-reviews)

Stockton: [bit.ly/sto-review](http://bit.ly/sto-review)

Fresno: [bit.ly/fres-review](http://bit.ly/fres-review)



You will be directed to a login screen for Google. If you're logged into your Google account, you will see a review window, and your review will be posted using your Google ID. If you do not have a Google account, click on the blue "Create account" link to create one.

Choose the rating that best represents your opinion of our company and the service we provide. Then in the open box area, please add a description to support your rating. Be sure to click the blue "Post" button when you're finished.

**Trivia Quiz Answers:** (1.) Named after Maia, the Roman goddess of growth and fertility; (2.) Labor Day; (3.) Agate; (4.) "May the Fourth Be With You"; (5.) To honor and remember military personnel who have died in the line of duty; (6.) September 1985; (7.) Springs; (8.) Florence Nightingale; (9.) The Mexican Army's victory over the French Empire at the Battle of Puebla in 1862; (10.) Taurus

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