

**OCTOBER SERVICE
AWARDS**

Celebrating Pacific Employee Anniversaries

33 YEARS
Shelly Haynes

Smart Lady

An old man was a cheapskate and never wanted to spend a dime of his money. When he became ill, he called his wife to his bedside.

“I want you to promise me something,” he said to her. “When I die, I want you to bury me with all my money. Put all the money I have in the casket with me. Will you promise that, Darling?”

“Certainly, Dear,” said his wife. “I promise.”

The old man died soon after. At the cemetery before the casket was closed and lowered into the ground, the widow tucked a box into the casket with her deceased husband, as her best friend looked on in horror.

Once the casket was lowered, the friend came up to the widow and said, “I know you’re a smart woman. You didn’t just put all his money in the casket, did you?”

“I most certainly did,” replied the widow. “I’m a woman of my word!”

“But the bills will just rot!” exclaimed her friend.

“No, silly. I wrote him a check!”

What’s Inside This Month?

Thoughts from Richard Steed: A Ghost Story?

Trivia Quiz: Lego!

Want to Win a \$25 Amazon Gift Card?

Spring Beauty from Fall Planting

Finally Getting Unpacked

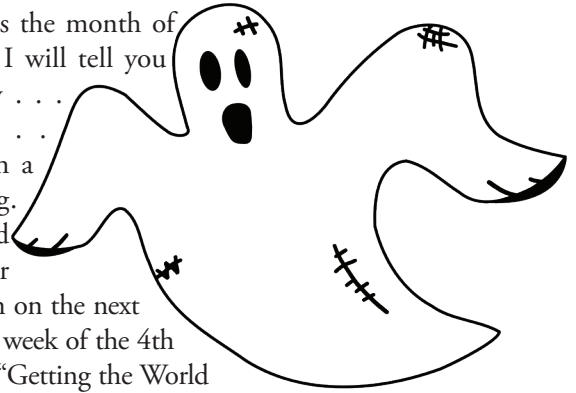
On-Site or Off-Site Shredding?

Six Questions to Ask When Picking a Kennel

October Offers!

Thoughts from Richard Steed

October is the month of ghost stories. I will tell you a ghost story . . . don’t worry . . . it’s one with a happy ending. Looking ahead to our “October Events” section on the next page, I see the week of the 4th to the 13th is “Getting the World to Beat a Path to Your Door Week.”



This idea, coincidentally, is connected with my ghost story as you’ll soon see.

As a business, I’m sure you appreciate the desire to have the “world beat a path to your door.” That would be nice if it happened all by itself, wouldn’t it? But most businesses have to work at it, as I’m sure has been your experience.

My job is cool because I help businesses get better at getting the world to beat a path to their door. Every hour you’re not looking around for lost files or reorganizing storage areas you can be working on making your clients happy, and keeping your good business name. Happy customers are your best advertising source. They go out in the community and share with their friends and colleagues how happy they are with your service. Soon those potential new clients are beating a path to your door! Still others see that path and follow it—to give you a chance to do for them what you’re already doing so well for your existing clients.

So what’s the ghost story? Well, the ghost story is that your business doesn’t become one! Tricky? Perhaps, but also a “treat.” Happy October to you and your clients.

Oh, and . . .
BOO!

Richard

Quick Tips: Cars

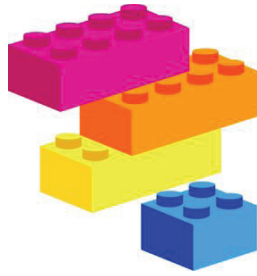
When cleaning your car, don’t forget the weather stripping around doors and windows. It should be washed with a mild soap solution and then rinsed clean. Coat with a wipe of a rubber protectant such as Armor-All or silicone.

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 December!

Trivia Quiz: Lego!

October is National Construction Toy Month. Test how much you know about the world's favorite construction toys, Lego, with this trivia quiz.



1. In which country is the manufacturer of Lego toys located?
2. In what year were Lego's famous interlocking bricks first produced?
3. The company name "Lego" comes from the Danish phrase "leg godt." What does this mean in English?
4. Lego has very exacting standard when manufacturing its bricks. How many bricks out of every million fail to meet its stringent standards?
5. How many Legoland amusement parks are there in the world?
6. How many Lego tires are produced each year?
7. On average, how many Lego bricks are there for every man, woman, and child in the world?
8. What percentage of the plastic waste in Lego factories is recycled?
9. How many Lego sets are sold every second?
10. How many total hours do people spend playing with Lego bricks each year?

Answers on Back Page!

Spring Beauty from Fall Planting

Nothing can compete with the beauty of flowering plants. Using containers to grow plants and flowers can add dimension to large and small gardens alike. Even bulbs can be successfully grown in containers. Simply choose a fairly deep container or pot, and add a layer of rocks to the bottom to provide drainage. Next add a thin layer of soil. On top of this layer place your bulbs. To get the most out of your mini garden, use a variety of different types of bulbs. The first layer could be a mixture of large tulip and daffodil bulbs. Add another layer of soil and then place smaller bulbs, such as crocus or snowbells. Add a final layer of soil. When spring returns, your pot will begin by blooming your crocus, and other smaller plants. After they have finished blooming, you will see your tulips and daffodils. You will have flowers all spring from one single pot.

To ensure success, choose a pot that will be sturdy in the wind, but will not be too heavy to lift when filled. If you live in a climate that experiences severe freezes, you will need to move your pot into a cool spot of your home. Do not let your pot get too warm. If you leave your pot outside, be sure to water it regularly, especially if you experience long periods with no precipitation. If your pot is inside, you will need to water on a regular basis all season long.

October Holidays and Events

Daily Observances:

- 1 International Day of Older Persons
- 2 International Day of Nonviolence
- 2 World Smile Day
- 4-10 Getting the World to Beat a Path to Your Door Week**
- 4 National Ships-in-Bottles Day
- 5 World Habitat Day
- 6 National German-American Day
- 8 National Depression Screening Day
- 9 Leif Erikson Day
- 10 Universal Music Day
- 10 World Mental Health Day
- 11 Southern Food Heritage Day
- 12 Columbus Day
- 12 International Moment of Frustration Scream Day
- 13 National Face Your Fears Day
- 14 National Take Your Parents to Lunch Day
- 15 Get Smart About Credit Day
- 15 White Cane Safety Day
- 16 World Food Day
- 17 International Day for the Eradication of Poverty
- 18 World Menopause Day
- 19 Evaluate Your Life Day
- 22 International Stuttering Awareness Day
- 22 Smart is Cool Day
- 23 National Mole Day
- 24 United Nations Day
- 24 World Development Information Day
- 25 Mother-in-Law Day
- 26 Mule Day
- 27 Cranky Coworkers Day
- 29 National Cat Day
- 30 Create a Great Funeral Day
- 30 Haunted Refrigerator Night
- 31 Halloween

Monthly Observances:

- Celiac Disease Awareness Month
- Adopt a Shelter Dog Month
- American Cheese Month
- Antidepressant Death Awareness Month
- National Arts and Humanities Month
- National Breast Cancer Awareness Month
- National Bullying Prevention Awareness Month
- Organize Your Medical Information Month
- Squirrel Awareness and Appreciation Month
- Workplace Politics Awareness Month
- National Construction Toy Month**
- Church Library Month
- Dyslexia Awareness Month
- Global Diversity Awareness Month

PacBlog

4 Document Storage Myths, Exposed

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/
4-document-storage-myths-exposed](https://pacific-records.com/4-document-storage-myths-exposed)

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

**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 don't mummies take vacations?

Last Month's Answer to:

*I am your mother's brother's only brother-in-law.
Who am I?*

I am your father.

Last month's Winner:

MARIA O'NEILL
COLEMAN & HOROWITT, LLP
CONGRATULATIONS!

Email your answer to info@pacific-records.com

Finally Getting Unpacked

Have you moved recently (or not so recently)? It sometimes
takes a long time to get all those boxes unpacked. And often
you may find that there are several left that you have never
unpacked. If you've procrastinated and are faced with some
remaining packages, these tips may help motivate you to finish
the job.

Take it slow and easy.

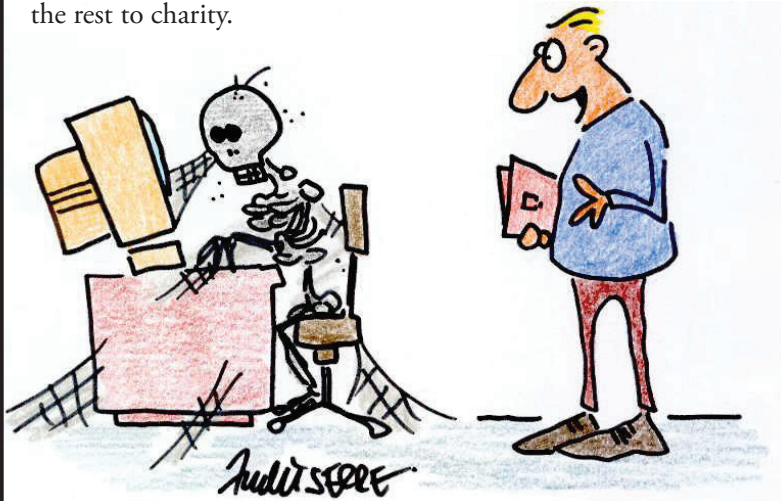
Since you've already put it off for a while, there's really no
need to hurry through the job. Choose one box and make a
commitment to finish unpacking it before you move to the
next one.

Split up the work.

One simple tip to help get a box unpacked is to share the
job with other family members. If it has been a long time since
you've moved, it will be a surprise for everyone to see what's in
each box. Divide up the contents and have a race to see who's
done putting items away the fastest.

Get rid of the excess.

As you unpack, keep an empty box nearby. You may find
that many, if not all of the items you're pulling from the box
are things you no longer need. After all, you've gone without
them for a while now, so what's the point in keeping them?
Save the sentimental or important items, and plan on donating
the rest to charity.



**"You can stop looking now.
We found the files down in
the basement."**

3 months FREE secure Destruction service

*Get 3 months of free Secure Destruction service when you sign up for a new Secure Destruction account with
a one-year agreement. Just mention this coupon! Email info@pacific-records.com for more information.*

On-Site or Off-Site Shredding?

Having to choose between an off-site or on-site shredding service can be confusing. Off-site shredding is where your expired documents and data are transported in a locked, GPS-tracked vehicle to a shredding facility. With on-site shredding, a mobile shredding truck comes to you, and your information is destroyed on premises. Both services offer a secure information destruction solution.

So, how do you know what option is better for your business? If your company has an internal policy that requires an employee to witness the destruction of confidential records and media, then on-site shredding is the right choice. Off-site shredding may be the better option if your company has a large volume of expired information but doesn't require witnessed destruction.

On-site and off-site shredding both streamline document disposal for your business. Your shredding provider can deliver collection containers for purge shredding or scheduled shredding. These secure containers allow for secure disposal of sensitive documents and media. After the contents of your containers is destroyed, your provider issues a Certificate of Destruction that documents your compliance with state and federal privacy requirements.

Ultimately, you should be able to choose how you want your documents destroyed. Partnering with a shredding and destruction provider who offers both on-site shredding and off-site shredding allows you to make the best choice for your organization.

Six Questions to Ask When Picking a Kennel

Boarding a pet can be stressful for both your animal companions and for you. To make it easier for everyone, spend time carefully selecting your kennel. By asking some important questions, you can make sure it's a perfect fit for your pet and for you.

1. Finding a Quality Kennel

The best way to find a good kennel is to ask for recommendations. Talk to your friends and your veterinarian. You can also get good advice from fellow pet owners you meet at dog parks.

2. Kennel Certification

It is not mandatory for kennels to be certified, so this is an important question to ask. The Pet Care Services Association (PSA) offers voluntary certification which is rigorous and evaluates 250 standards in 17 areas of pet care facility operation. Ask to see the kennel's Voluntary Facilities Accreditation (VFA) certificate to know if they're certified.

3. Take a Tour

Ask to tour the kennel before making your decision. You should look for an odor-free and relatively quiet environment. Ask to meet with the staff and find out how many employees are usually working. There should be no greater than a 1:10 staff-to-dog ratio. Staff should be attentive and welcoming. All animals should have fresh water and clean bedding, and the facility should be sanitary and free of waste and urine.

4. Special Circumstances

Find out how the facility handles emergencies and difficult situations. What do they do if your pet gets sick or won't eat? Ask about their procedures for administering medication and for managing older or disabled pets. Have the staff explain what they'd do if they couldn't care for your pet at their facility and were unable to contact you.

5. Activities

Ask about scheduled playtimes, walking, toys, and outdoor activities. Find out if dogs are separated during playtime based on size, age, and temperament. If the kennel doesn't provide toys, ask if you can bring some of your pet's favorites from home.

6. Safety

Ask the kennel staff about safety issues. Take a look at fences and gates to make sure there are no broken areas, jagged edges, or torn fencing. Pets in kennel environments should not be wearing collars, as these can become snagged and are a strangulation hazard. The kennel should require standard immunizations, as well as flea, tick and heart worm preventatives. If there's no nighttime staff at the kennel, be sure to ask how often the animals are checked on and how early the staff arrives in the morning.

Taking these steps will make you feel good about the kennel you choose to care for your pet.

TRIVIA QUIZ ANSWERS:

1. Denmark. 2. 1949. 3. Play well. 4. 18. 5. Seven: three in Europe and one each in California, Florida, Dubai, and Malaysia. 6. Over 306 million, more than any other tire manufacturer in the world. 7. 86 Lego bricks each. 8. 99 percent. 9. 7 sets. 10. 5 billion hours.

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