

SEPTEMBER SERVICE AWARDS

Celebrating Pacific Employee Anniversaries

28 YEARS

Kevin Fenster

17 YEARS

David Meza

14 YEARS

Lori Stone

Cheng Her

8 YEARS

David Postlethwait

1 YEAR

John Garcia

Go Green In September

September is a natural time to reset and bring greener habits into your daily life. Pack lunches in reusable containers. Swap disposable coffee cups for a sturdy travel mug, and keep a reusable shopping bag handy for errands. With cooler evenings arriving, ease up on air conditioning and open windows for fresh air instead. Fall yard work? Compost leaves and grass clippings rather than bagging them!

What's Inside This Month?

Thoughts from Richard Steed

Want to Win a \$25 Amazon Gift Card?

Stretching Basics

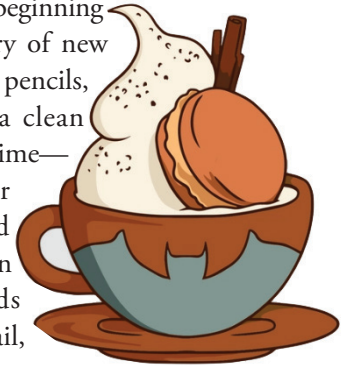
Trivia Quiz: All About September!

Why Document Archiving Still Matters

September Offers!

Thoughts from Richard Steed

September has always felt like a beginning to me. Maybe it's the memory of new school shoes, freshly sharpened pencils, and the satisfying crack of a clean notebook opening for the first time—the sharp scent of fresh paper and the limitless promise offered by all those blank pages. Even now, long after report cards stopped showing up in the mail, September carries that same energy:



a fresh start wrapped in cooler mornings and earlier sunsets.

The month doesn't shout like July or drag its feet like February. Instead, it nudges us toward rhythm. The chaos of summer gives way to schedules. Back-to-school buses roll down the streets, coffee shops buzz a little louder, and even the air seems to whisper, "Time to get back on track."

Of course, September isn't without its charm. The days are still warm enough for an ice cream cone, but the evenings hint at sweaters. Leaves toy with the idea of changing, and pumpkin-spice chatter sneaks back into conversations whether you asked for it or not. It's a month that straddles two worlds—still summer in spirit, but autumn at heart.

That in-between space makes it a perfect time to regroup. Just like cracking open that blank notebook, September invites us to reset priorities and put things in order. What projects need a final push before year's end? What can be set aside for later? And what has quietly overstayed its welcome?

In Records Management, we know the value of a clean slate. September is an ideal moment to review what's been accumulating—files, folders, or even half-baked plans—and decide what's worth carrying forward. It doesn't have to be a grand overhaul. Even small steps, like labeling clearly or archiving responsibly, can set the stage for smoother months ahead.

So here's to September: the month of sharpened pencils, fresh pages full of promise, and renewed focus. May yours bring both clarity and momentum—without too much pumpkin spice.

Happy September!

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 September!

Stretching Basics

Stretching is an important part of overall fitness, but research in recent years has clarified the best ways to use it. Proper stretching can help maintain flexibility, improve mobility, and support performance. However, stretching before exercise is not the most effective way to prevent injuries—a light warm-up and dynamic movement are usually recommended first. Static stretching (long holds) is most effective after activity, while dynamic stretching (controlled movement through a range of motion) can be done as part of your warm-up.

Even if you're doing simple tasks such as gardening, housework, or walking, a few minutes of light stretching or mobility work can still help your body feel better. The following tips will help you establish a safe and effective stretching routine:

Know which muscles you'll be using. By understanding the demands of your workout or activity, you can focus your warm-up and stretching on the right areas. For example, loosen your hips and legs before running, or your shoulders before lifting.

Warm up first. Muscles stretch more safely when they're warm. A few minutes of light cardio or movement (like marching in place, brisk walking, or arm circles) prepares your body better than stretching cold.

Use the right type of stretch at the right time. Before exercise, emphasize dynamic stretching (gentle, controlled movements such as leg swings or torso rotations). After exercise, use static stretching (holding a position for 15–30 seconds) to cool down and maintain flexibility. Avoid bouncing while you stretch, which can cause muscle strain.

Listen to your body. Stretch to the point of mild tension, not pain. Take your time, breathe steadily, and avoid holding your breath. Gradually increase your flexibility over weeks—not in a single session.

Don't skip your warm-up. If you need to shorten your workout, trim time from the end, not the beginning. Starting your session with proper warm-up and stretching is more important than squeezing in every last exercise.

Cool down with stretches. After your workout, stretching helps your muscles relax, promotes recovery, and can improve long-term flexibility.

Get professional guidance if needed. If you're unsure how to build a routine, consult a certified trainer, physical therapist, or exercise instructor. And as always, check with your doctor before starting a new exercise program—especially if you have existing health concerns.

Trivia Quiz Answers

1. Seven; 2. Virgo and Libra; 3. Aster (also Morning Glory); 4. Blue; 5. Equal day and night / the start of autumn; 6. The Statue of Liberty; 7. Apple; 8. Respect for the Aged Day (Keiro no Hi); 9. Cygnus, the Swan; 10. Spring

September Holidays and Events

Daily Observances:

- 1 Labor Day
- 1-7 Self-University Week
- 4 Newspaper Carrier Day
- 5 Bring Your Manners to Work Day
- 7 National Grandparents Day
- 8 National Boss/Employee Exchange Day
- 9 Wonderful Weirdos Day
- 10 Swap Ideas Day
- 10 World Suicide Prevention Day
- 11 Patriot Day
- 13 National Celiac Awareness Day
- 14 National Hug Your Hound Day
- 15 International Day of Democracy
- 16 Intl Day for the Preservation of the Ozone Layer
- 17 Citizenship Day
- 17 Constitution Day
- 17-23 Constitution Week
- 18 World Water Monitoring Day
- 19 National POW/MIA Recognition Day
- 19 National Tradesmen Day
- 20 AKC Responsible Dog Ownership Day
- 21 International Day of Peace
- 22 First Day of Autumn
- 22 National Centenarian's Day
- 23 Innergize Day
- 24 National Punctuation Day
- 25 National One-Hit Wonder Day
- 26 Love Note Day
- 27 Ancestor Appreciation Day
- 27 National Hunting and Fishing Day
- 27 Read in America Day
- 28 World Rabies Day
- 29 National Attend Your Grandchild's Birth Day
- 29 World Maritime Day

Monthly Observances:

- Library Card Sign-Up Month
- National Childhood Obesity Awareness Month
- AKC Responsible Dog Ownership Month
- Atrial Fibrillation Awareness Month
- Attention Deficit Hyperactivity Disorder Month
- Baby Safety Month
- Backpack Safety America Month
- Be Kind to Editors and Writers Month
- Childhood Cancer Awareness Month
- College Savings Month
- Eat Chicken Month
- Fall Hat Month

PacBlog

Eco-Smart Records Management: Balancing Compliance with Conservation

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/eco-smart-records-management-balancing-compliance-with-conservation/>

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 did the one-eyed monster close down his school?

Last Month's Answer to:

What is the difference between an old penny and a new dime?

Nine cents!

Last month's Winner:

STACEY HENDRIKSON

**** CONGRATULATIONS ****

Email your answer to info@pacific-records.com

Trivia Quiz: All About September!

September brings crisp air, golden leaves, and the shift from summer's warmth to autumn's calm—test your seasonal smarts with this quiz!

1. The name "September" comes from the Latin *septem*. What number does it mean?
2. Which zodiac signs are associated with September birthdays?
3. What flower, symbolizing love and wisdom, is traditionally considered the birth flower of September?
4. September's birthstone is sapphire. What color is it most commonly?
5. The autumnal equinox occurs in September in the Northern Hemisphere. What does it mark?
6. What iconic U.S. landmark was dedicated in September 1886?
7. Which popular fruit, often used in cider, is widely harvested during September?
8. In Japan, what traditional holiday is celebrated in September to honor the elderly?
9. Which constellation becomes especially visible in September skies, featuring the bright star Deneb?
10. September is the start of meteorological autumn in the Northern Hemisphere. What is it the start of in the



**"A place that looks this terrible
just *has* to be fantastic!"**

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Why Document Archiving Still Matters—and How It Benefits Your Business

When it comes to managing paperwork, most companies face the same dilemma: where to store it, how to organize it, and what to do with it long-term. Whether you're dealing with employee records, client contracts, or financial documents, having a trusted document archiving strategy isn't just smart, it's essential.

Here's how offsite document archiving can benefit your business in real, measurable ways:

1. Maximize Your Office Space

Office space is expensive. Don't waste it on boxes of inactive files. Archiving allows you to move long-term documents offsite, freeing up room for more productive use—whether that's more workspace, collaborative areas, or even downsizing to save costs.

2. Stay Compliant Without the Headache

Every industry has document retention rules, and failing to comply can be costly. We help you stay ahead of audits and legal risks by storing your documents in accordance with retention schedules and privacy regulations. From HIPAA to IRS guidelines, we've got you covered.

3. Secure Storage for Peace of Mind

Your documents are stored in a secure, climate-controlled facility with 24/7 surveillance and barcode tracking. That means no more worrying about theft, loss, or deterioration. Your records stay safe—and easy to find—when you need them.

4. Fast, Efficient Access When You Need It

Need to retrieve a document? You don't have to dig through file cabinets or sift through storage closets. Our scan-on-demand and delivery services make accessing your archived records quick and easy—so your team can stay focused on what they do best.

5. Reduce Labor and Improve Accuracy

Managing documents internally takes time and resources. Let our trained records management professionals handle indexing, tracking, and retrieval so you can reduce administrative overhead and ensure your information is organized and audit ready.

6. Support Your Digital Goals

Not everything needs to be digitized today...but when you're ready, we'll help you get there. Our document archiving services can be paired with scanning and digital access, giving you the flexibility to move at your own pace while keeping critical records protected.

It's not just storage—it's a smarter way to manage your information.

If your business is growing, moving, or just overwhelmed by paper, now is the perfect time to explore professional document archiving. Call us at (800) 685-9034 today to learn more about how Pacific Records Management can help you save space, reduce risk, and stay organized.

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

Modesto: bit.ly/mod-reviews

Stockton: bit.ly/sto-review

Fresno: 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.

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