

12th Annual NVDS Shred-A-Thon

Free Event for NVDS Members



FRIDAY, JUNE 27, 2025

9:00 A.M. - 12:00 P.M.

NVDS CENTRAL OFFICE

4330 EVERGREEN LANE, SUITE N, ANNANDALE, VA 22003

The Northern Virginia Dental Society has contracted with Shred Instead, a secure document destruction company, to shred and dispose of all your old patient, office, and business records (no x-rays). You are also invited to bring any personal documents to the Shred-A-Thon event.

Virginia law states, "A dentist shall maintain complete, legible, and accurate patient records for not less than six years from the last date of service for purposes of review by the board with the following exceptions..."
(Please see <https://www.dhp.virginia.gov/>)

In lieu of a fee for this shredding service, please consider volunteering 4+ hours at our Northern Virginia Dental Clinic in Fairfax or Sterling, or making a small donation to help our clinic continue to care for the underserved. Volunteer or donate today!

RULES FOR DOCUMENT SHREDDING

- You must be an NVDS member and register in advance (no walk-ins).
- Bring a maximum of 25 boxes, each no larger than a case of copy paper.
- Paper clips, staples, rubber bands, and binder clips may remain attached to your documents.
- Remove any three-ring binders and plastic folders, as these cannot be recycled.
- Take your empty boxes with you after your documents have been shredded, as they cannot be left at the NVDS office or placed in the office dumpsters.
- Do NOT bring X-rays to the shredding event. (Contact NVDS for a list of X-ray shredding companies.)
- NVDS cannot store your boxes in advance of the shredding event.

REGISTER BY JUNE 6, 2025

To register, scan the QR code or email this form to tdougherty@nvds.org or fax (703) 750-2261.

The following information is required to receive a Certificate of Destruction.

After you register, you will receive an email confirmation.

NVDS will send an individual Certificate of Destruction to all participants after the event.



Member Dentist First Name: * _____

Member Dentist Last Name: * _____

Email Address: * _____

Phone Number: * _____ Estimated #of Boxes (max=25): _____

The Northern Virginia Dental Society gratefully acknowledges the generous support of Garfield Refining



Northern Virginia
DENTAL SOCIETY



Please contact tdougherty@nvds.org or 703-642-5298 with any questions.