

PAPER SHREDDERS Data Shredded data protected



*Shredding supports GDPR compliance



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Why should you buy a paper shredder?	
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Data shredded is data protected







GDPR replaced local data protection laws in May 2018.



The General Data Protection Regulation – An overview

The GDPR is part of the European Commission's plan to modernise and harmonise data protection rules. While the GDPR's main objective is to strengthen online privacy rights, it still addresses paper-based data privacy. It focuses on tackling the ever-increasing challenges towards data protection and privacy, exposure to security breaches, hacking and other unlawful processing.

How to choose a shredder

Where will the shredder be located and how many people will use it?





P-7 to P-5 For legal, financial, government departments and other high security top secret documents.





Cuts 1 A4 sheet into approx. 400 pieces

Cross Cut P-3 General Security



Cuts 1 A4 sheet into approx. 200 pieces

Strip Cut P-2 Basic Security



Cuts 1 A4 sheet into approx. 40 pieces

P-4 and P-3 are ideal for home use or any corporate environment requiring confidential security. P-2 offers basic security for documents without any sensitive information.

Additional features



stacks of paper to be shredded in one go, rather than being fed manually

Allows

MANUAL FEED	Sh to nu of
	or

Shreds up to a certain number of sheets at one time



Prevents paper jams, automatically stops and reverses when too much paper is inserted.



Low noise motor for minimum disturbance in the office or at home

Select paper feed capacity and bin size.



A higher sheet capacity means less time spent shredding



A larger bin allows more shredding before emptying the bin

For more information on how to choose a shredder please go to page 18

Shredding Specification Table

Auto Feed Shredders	Location	Sheet Capacity	Cut Type	Security level	Bin capacity (sheets)	Bin Capacity (Litres)	Page
Auto+ 750M	Large Office	750	Micro Cut	P-5	1350	115	7
Auto+ 750X	Large Office	750	Cross Cut	P-4	1200	115	8
Auto + 750X SmarTech	Large Office	750	Cross Cut	P-4	1200	115	11
Auto+ 600M	Office	600	Micro Cut	P-5	1000	80	7
Auto+ 300M	Office	300	Micro Cut	P-5	500	40	7
Auto+ 600X	Office	600	Cross Cut	P-4	850	80	8
Auto + 600X SmarTech	Office	600	Cross Cut	P-4	850	80	11
Auto+ 300X	Office	300	Cross Cut	P-4	450	40	8
Auto + 300X SmarTech	Office	300	Cross Cut	P-4	450	40	11
Auto+200X	Office	200	Cross Cut	P-4	360	32	9
Auto+ 130M	Personal Executive/Home Office	130	Micro Cut	P-5	300	26	7
Auto+ 130X	Personal Executive/Home Office	130	Cross Cut	P-4	250	26	9
Auto+ 90X	Personal Executive/Home Office	90	Cross Cut	P-3	150	20	9
Auto+ 60X	Personal Executive/Home Office	60	Cross Cut	P-3	100	15	9
Manual Feed Shredders	Location	Sheet Capacity	Cut Type	Security level	Bin capacity (sheets)	Bin Capacity (Litres)	Page
Mercury RLM11	Large Office	11	Micro Cut	P-5	1200	115	15
Mercury RLX20	Large Office	20	Cross Cut	P-4	1100	115	15
Leitz IQ Office Pro Shredder P6 +	Office	5	Super Micro Cut	P-6+ *	390	30	13
Mercury RDSM750	Office	7	Super Micro Cut	P-6	550	50	14
Leitz IQ Office Pro Shredder P5 +	Office	7	Micro Cut	P-5+ **	350	30	13
Leitz IQ Office Pro Shredder P5	Office	15	Micro Cut	P-5	300	30	13
Momentum M515	Office	15	Micro Cut	P-5	300	30	17
Mercury RSM1130	Office	11	Micro Cut	P-5	310	30	15
Mercury RDM1150	Office	11	Micro Cut	P-5	500	50	14
Leitz IQ Office Shredder P5	Office	10	Micro Cut	P-5	250	23	13
Momentum M510	Office	10	Micro Cut	P-5	250	23	17
Leitz IQ Office Pro Shredder P4	Office	20	Cross Cut	P-4	275	30	13
Momentum X420	Office	20	Cross Cut	P-4	275	30	17
Mercury RSX1834	Office	18	Cross Cut	P-4	310	34	15
Leitz IQ Office Shredder P4	Office	15	Cross Cut	P-4	225	23	13
Momentum X415	Office	15	Cross Cut	P-4	225	23	17
Mercury RDX2070	Office	20	Cross Cut	P-3	850	70	14
Mercury RDX1850	Office	18	Cross Cut	P-3	450	50	14
Mercury REX1323	Personal Executive/Home Office	13	Cross Cut	P-4	220	23	15
Leitz IQ Slim Home Office Shredder P4	Personal Executive/Home Office	10	Cross Cut	P-4	225	23	12
Leitz IQ Home Office Shredder P4	Personal Executive/Home Office	10	Cross Cut	P-4	225	23	12
Momentum X410	Personal Executive/Home Office	10	Cross Cut	P-4	225	23	17
Momentum X410-SL	Personal Executive/Home Office	10	Cross Cut	P-4	225	23	17
Momentum X406	Personal Executive/Home Office	6	Cross Cut	P-4	125	15	16
Momentum X312	Personal Executive/Home Office	12	Cross Cut	P-3	200	23	17
Momentum X312-SL	Personal Executive/Home Office	12	Cross Cut	P-3	200	23	17
Momentum X308	Personal Executive/Home Office	8	Cross Cut	P-3	100	15	16

*Super Micro Cut P-6 - Ultra High Security

P-6+ is the ultimate security option as the particle size is smaller than a standard P-6 shredder, so you shred 1 A4 sheet into approx 12,000 pcs

**Micro Cut P-5 - High Security

P-5+ is the ultimate security option as the particle size is smaller than a standard P-5 shredder, so you shred 1 A4 sheet into approx 6,000 pcs



Stack, shut, shred

GDPR means we should be shredding more, the good news is this doesn't need to add to your daily workload. With the Rexel Auto + shredding takes 98% less time than a traditional manual feed machine*, you simply load your stack of documents into a secure PIN lockable tray shut the lid and you're done!

Auto+ Micro Cut Shredders



*Shredding supports GDPR compliance

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Rexel Auto+ 750M > **Micro Cut Shredder**

- · Auto Feed feature for maximum of 750 sheets (80 gsm) or 825 sheets (70 gsm)
- P-5, 2x15mm micro cut pieces for better security and more sheets in the bin
- · 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



> Rexel Auto+ 600M Micro Cut Shredder

- · Auto Feed feature for maximum of 600 sheets (80 gsm) or 660 sheets (70 gsm)
- · P-5, 2x15mm micro cut pieces for better security and more sheets in the bin
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



	600	₽ 5	80L
Item Code	Descript	ion	

Item Code	Description
2104500A	Auto+ 600M
2105902	Recylable Paper Waste Bags (80L)
40095	Plastic Waste Bags (175L)
1760049	Shredder Oil 473ml

> Rexel Auto+ 130M Micro Cut Model

- · Auto Feed feature for maximum of 130 sheets (80 gsm) or 140 sheets (70 gsm)
- · P-5, 2x15mm micro cut pieces for better security and more sheets in the bin
- · Shreds credit cards, staples and paper clips





Item Code	Description
2104100A	Auto+ 130M
2102577	Recylable Paper Waste Bags (26L)
2101948	Oil sheets (12 pack)



	⁷⁵⁰ P5
Item Code	Description
2104750	Auto+ 750M
2105903	Recylable Paper Waste Bags (115L)
40095	Plastic Waste Bags (175L)
1760049	Shredder Oil 473ml

Rexel Auto+ 300M Micro Cut Model

- · Auto Feed feature for maximum of 300 sheets (80 gsm) or 330 sheets (70 gsm)
- · P-5, 2x15mm micro cut pieces for better security and more sheets in the bin
- · 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips







Item Code	Description
2104300	Auto+ 300M
1765029EU	Recylable Paper Waste Bags (40L)
40060	Plastic Waste Bags (40L)
2101948	Oil sheets (12 pack)



Auto+ Shredders

> Rexel Auto+ 750X

- Auto Feed feature for maximum of 750 sheets (80gsm) or 825 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



Item Code	Description
2103750	Auto+ 750X
2105903	Recylable Paper Waste Bags (115L)
40095	Plastic Waste Bags (175L)
1760049	Shredder Oil 473ml





> Rexel Auto+ 600X

- Auto Feed feature for maximum of 600 sheets (80gsm) or 660 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



Item Code Description

	2 0000 ip 1000	
2103500A	Auto+ 600X	
2105902	Recylable Paper Waste Bags (80L)	
40095	Plastic Waste Bags (175L)	
1760049	Shredder Oil 473ml	

> Rexel Auto+ 300X

- Auto Feed feature for maximum of 300 sheets (80gsm) or 330 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



Item CodeDescription2103250Auto+ 300X1765029EURecylable Paper Waste Bags (40L)40060Plastic Waste Bags (40L)2101948Oil Sheets (12 pack)

Recycled Bags

 Made from recyclable materials so they can be thrown away with paper when full



Item Code Model 2105903 (115L) Auto+ SmarTech 750X, Auto+ 750X/750M 2105902 (80L) Auto+ SmarTech 600X, Auto+ 600X/600M 1765029EU (40L) Auto+ SmarTech 300X, Auto+ 300X/300M 1765031EU (32L) Auto+ 200X 2102577 Auto+ 130X/130M (26L) 1765028EU (20L) Auto+ 90X

Oil sheets

 A simple & clean way to oil your shredders. Rexel recommend shredding one sheet per 2-3 bin changes



Item Code Model

2101949	Oil Sheets (20 pack)
2101948	Oil Sheets (12 pack)
Suitable for	Auto+ SmarTech 300X Auto+ 300X 300M 2

Suitable for Auto+ SmarTech 300X, Auto+ 300X, 300M, 200X, 130X, 130M, 90X, 60X

Oil

 For larger machines that have auto oil feature. These bottles come in 473ml or 1litre sizes.



Item Code Model

1760049 Shredder Oil 473ml Suitable for Auto+ SmarTech 750X, Auto+ 750X, 750M, Auto+ SmarTech 600X, Auto+ 600X, 600M

Auto+ Cross Cut Shredders



Shredding will support GDPR compliance

*Shredding supports GDPR compliance

> Rexel Auto+ 200X Cross Cut Shredder

- Auto Feed feature for maximum of 200 sheets (80 gsm) or 220 sheets (70 gsm)
- P-4, 4x40mm cross cut pieces
- Shreds CD's, credit cards, staples and paper clips



Item Code	Description
2103175	Auto+ 200X
1765031	Recylable Paper Waste Bags (32L)
2101948	Oil Sheets (12 pack)

> Rexel Auto+ 130X Cross Cut Shredder

- Auto Feed feature for maximum of 130 sheets (80 gsm) or 140 sheets (70 gsm)
- P-4, 4x40mm cross cut pieces
- Shreds credit cards, staples and paper clips





Item Code	Description
2102559A	Auto+ 130X
2102577	Recylable Paper Waste Bags (26L)
2101948	Oil sheets (12 pack)

> Rexel Auto+ 90X Cross Cut Shredder

- Auto Feed feature for maximum of 90 sheets (80 gsm) or 100 sheets (70 gsm)
- P-3, 4x45mm cross cut pieces
- Shreds credit cards, staples and paper clips





Item Code	Description
2103080A	Auto+ 90X
1765028EU	Recylable Paper Waste Bags (20L)
2101948	Oil Sheets (12 pack)

> Rexel Auto+ 60X Cross Cut Shredder

- Auto Feed feature for maximum of 60 sheets (80 gsm) or 65 sheets (70 gsm)
- P-3, 4x45mm cross cut pieces
- Shreds credit cards, staples and paper clips



60	A P3	15L	

Item Code	Description	
2103060	Auto+ 60X	
2101948	Oil Sheets (12 pack)	



Auto+ SmarTech Shredders



Intelligent shredding for the smart generation

Shredding supports GDPR compliance, our Auto Feed shredders ensure this task is easy and not time consuming, saving 98% of time versus manual shredding.

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A Rexel shredder. That's a smart shredder.







Product benefits

Smart functionality for remote notifications and management. Get real-time shredder updates to your mobile device with the Auto+ SmarTech real-time app.*



Auto+ SmarTech Shredders



> Rexel Auto+ SmarTech 750X

- Auto Feed feature for maximum of 750 sheets (80gsm) or 825 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



Item Code	Description
2103750S	Rexel Auto+ SmarTech Shredder 750X
2105903	Recylable Paper Waste Bags (115L)
40095	Plastic Waste Bags (175L)
1760049	Shredder Oil 473ml





> Rexel Auto+ SmarTech 600X

- Auto Feed feature for maximum of 600 sheets (80gsm) or 660 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- · Shreds CD's, credit cards, staples and paper clips



Item Code Description

2103500S	Rexel Auto+ SmarTech Shredder 600X
2105902	Recylable Paper Waste Bags (80L)
40095	Plastic Waste Bags (175L)
1760049	Shredder Oil 473ml

> Rexel Auto+ SmarTech 300X

- Auto Feed feature for maximum of 300 sheets (80gsm) or 330 sheets (70gsm)
- P-4, 4x40mm cross cut pieces
- 4-digit PIN code security lock securing sensitive documents in the Auto Feed chamber
- Shreds CD's, credit cards, staples and paper clips



Item Code	Description
2103250S Rexel Auto+ Smartech Shredder 300X	
1765029EU	Recylable Paper Waste Bags (40L)
40060	Plastic Waste Bags (40L)
2101948	Oil Sheets (12 pack)

∂LEITZ[®]

*Shredding supports GDPR compliance



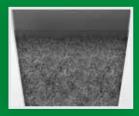
LEITZ IQ SHREDDER SO QUIET, YOU MAY NOT HAVE HEARD OF IT



NEW

At last a shredder from Leitz. This is not just any shredder, it's quiet, more elegant and with a wide range to choose from there's sure to be one for every office and every need. That's something to shout about!





Touch-Control

See-through waste bin



LEITZ IQ SHREDDER HOME OFFICE

Your companion at your desk

- Shreds up to 10 sheets of A4 per pass ideal for occasional use in the home office
- Anti jam technology automatically stops and reverses paper when too much is inserted
- · Continuous 6 minutes run time ideal for occasional shredding use
- · LED light signals when the shredder needs to stop to cool down
- · Touch-Control simple and intuitive for easy operation
- Generous 23L bin holds more waste before it needs to be emptied for up to 225 sheets
- Also shreds staples and paper clips
- · 2+1 years guarantee register now!

Description	Code
Security DIN P4 – cross cut over 400 pieces Size 356 x 238 x 423 mm, 6.5 kg	80091000
Slim Version Security DIN P4 – cross cut over 400 pieces. Size 255 x 370 x 375 mm, 6.5 kg	80011000





LEITZ IQ OFFICE PRO SHREDDER

For robust high security office shredding

- P6+ model shreds 5 sheets of A4 per pass, into the highest security micro cut pieces, 1 x 5mm cut, 2 x more secure as standard P6
- P5+ model shreds 7 sheets of A4 per pass, into high security micro cut pieces, 2 x 5mm cut, 3 x more secure as a standard P5
- Anti jam technology for uninterrupted shredding automatically stops and reverses the paper out when too much paper is inserted
- Continuous 240 minute run time comprehensive uninterrupted shredding action - ideal for all offices
- Touch-Control simple and intuitive for easy operation
- Generous 30L bin holds more waste before it needs to be emptied up to 350 sheets
- · Also shreds staples and paper clips
- · 2+1 years guarantee register now!
- Size 406 x 320 x 589 mm, 22 kg

The most secure in our range

Description

Description	Code	
Security DIN P6 – micro cut over 12000 pieces	80101000	P6+
Security DIN P5 – micro cut over 6000 pieces	80041000	P5+
Security DIN P5 – micro cut over 2000 pieces	80051000	Р5
Security DIN P4 – cross cut over 400 pieces	80061000	P4





LEITZ IQ OFFICE SHREDDER

Ideal for daily use in any office location

- · Shreds up to 15/10 sheets of A4 per pass ideal for occasional use in the office
- Anti jam technology for uninterrupted shredding automatically stops and reverses the paper out when too much paper is inserted
- . Continuous 120 minutes run time - minimal disruption - ideal for any office
- Touch-Control - simple and intuitive for easy operation
- Generous 23L bin holds more waste before it needs to be emptied for . up to 225 sheets
- · Also shreds staples and paper clips
- · 2+1 years guarantee register now!
- Size 370 x 279 x 465 mm, 12.5 kg

Description	Code	
Security DIN P5 – micro cut over 2000 pieces	80021000	Р5
Security DIN P4 – cross cut over 400 pieces	80031000	P4





ACCESSORIES

Leitz IQ Oil Sheets

Improves your shredders performance by removing dust and paper build up from blades. Pack of 12 sheets

Code 80070000



Leitz IQ Polybags for Shredders

Top grade polypropylene 20L-40L suitable for Leitz Office and Office Pro Shredders

Pack of 100 bags in dispenser box

Code 80080000







Mercury[™] technology prevents paper jams Too many Right JAM sheets number FREE will not of sheets

will shred

JAM FREE

> Rexel Mercury RDSM750

shred

· Shreds up to 7 sheets in one pass (80gsm)

(el°

- 0.8x11mm super micro cut pieces for extremely confidential documents (security P-6)
- · Easy to empty 50L bin, can hold up to 550 shredded sheets

JAM FREE



Item Code	Description
2102429	Rexel Mercury RDSM750
2102441	Recylable Paper Bags (50L)
40070	Plastic Waste Bags (115L)
1760049	Shredder Oil 473ml

Rexel Mercury RDX1850

- · Shreds up to 18 sheets in one pass (80gsm)
- 4x45mm cross cut pieces (security P-3)
- · Easy to empty 50L bin, can hold up to 450 shredded sheets





Item Code	Description	
2102421	Mercury RDX1850	
2102441	Recylable Paper Bags (50L)	
40070	Plastic Waste Bags (115L)	
1760049	Shredder Oil 473ml	

> Rexel Mercury RDM1150

- · Shreds up to 11 sheets in one pass (80gsm)
- · 1.9x15mm micro cut pieces for confidential business documents (security P-5)
- Easy to empty 50L bin, can hold up to 500 shredded sheets



Item Code	Description
2102425	Rexel Mercury RDM1150
2102441	Recylable Paper Bags (50L)
40070	Plastic Waste Bags (115L)
1760049	Shredder Oil 473ml

> Rexel Mercury RDX2070

- · Shreds up to 20 sheets in one pass (80gsm)
- 4x45mm cross cut pieces (security P-3)
- Easy to empty 70L bin, can hold up to 850 shredded sheets





mm 782

Item Code	Description
2102437	Mercury RDX2070
2102442	Recylable Paper Bags (70L)
40070	Plastic Waste Bags (115L)
1760049	Shredder Oil 473ml

50L P5



2 mm 🔒

Mercury[™] Jam Free Shredders





> Rexel Mercury REX1323

- Shreds up to 13 sheets in one pass (80gsm)
- 4x40mm cross cut pieces (security P-4)
- Easy to empty 23L bin, can hold up to 220 shredded sheets

> Rexel Mercury RSX1834

- Shreds up to 18 sheets in one pass (80gsm)
- 4x40mm cross cut pieces (security P-4)
- Easy to empty 34L bin, can hold up to 310 shredded sheets

> Rexel Mercury RSM1130

- Shreds up to 11 sheets in one pass (80gsm)
- 1.9x15mm micro cut pieces (security P-5)
- Easy to empty 30L bin, can hold up to 310 shredded sheets



Item Code De	escription
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2105013	Mercury REX1323
2102247	Recylable Paper Bags (23L)
2101948	Oil sheets (12 pack)



Item Code Description

2

2105018	Mercury RSX1834
2105901	Recylable Paper Bags (34L)
2101948	Oil sheets (12 pack)



Item Code Description

2102407	Mercury RSM1130
2102063	Recylable Paper Bags (30L)
2101948	Oil sheets (12 pack)



Momentum Paper Shredders







Rexel Momentum The power to shred more



Up to 4 hours continuous run time with Rexel Momentum shredding range.



Up to P5 Highest Level security

with increased bin capacity.



Anti-jam technology automatically stops and reverses

when too much paper is inserted.



Simple and intuitive touch controls

for easy operation.



Guarantee

2 year guarantee on all models.

> Rexel Momentum X308/X406

Paper Shredder

X308

- Shreds up to 8 sheets
- Good security with P3
- Cross Cut 5x42mm pieces
- A 3 minute continuous run time
- A generous 15L bin which
- holds 100 A4 sheets

X406

- Shreds up to 6 sheets
- High security with P4
- Cross Cut 4x28mm pieces
- A 3 minute continuous run time
- A generous 15L bin which holds 125 A4 sheets



Item Code	Description
2104570	Rexel Momentum X308
2104569	Rexel Momentum X406
2101948	Oil Sheets (12 Pack)



Momentum Paper Shredders



> Rexel Momentum X420/M515 Rexel Momentum X415/M510 Paper Shredder Paper Shredder X420 X415 Shreds up to 15 sheets · Shreds up to 20 sheets · High security with P4 Cross · High security with P4 Cut 4x40mm pieces Cross Cut 4x40mm pieces Rexel · A continuous 2 hour · A continuous 4 hour run time run time An extra large 30L bin which Rekel · A large 23L bin which holds 275 A4 sheets holds 225 A4 sheets M515 M510 · Shreds up to 15 sheets 594 165 · Highest security with P5 Shreds up to 10 sheets Micro Cut 2x15mm pieces · Highest security with P5 · A continuous 4 hour run time Micro Cut 2x15mm pieces An extra large 30L bin which · A continuous 2 hour run time holds 300 A4 sheets · A large 23L bin which holds 250 A4 sheets 406 mm 370 mm Item Code Description Item Code Description 2104578 **Rexel Momentum X420** 2104576 **Rexel Momentum X415** 2104577 **Rexel Momentum M515** 2104575 Rexel Momentum M510 2101948 Oil Sheets (12 Pack) 2101948 Oil Sheets (12 Pack) X420 X415 M515 M510

Rexel Momentum X312/X410

Paper Shredder

X312

- Shreds up to 12 sheets
- · Good security with P3
- Cross Cut 5x42mm pieces
- · A 6 minute continuous run time A large 23L bin which
- holds 200 A4 sheets

X410

- · Shreds up to 10 sheets
- · High security with P4 Cross Cut 4x28mm pieces
- · A 6 minute continuous run time
- · A large 23L bin which holds 225 A4 sheets



Item Code Description

2104572	Rexel Momentum X312
2104571	Rexel Momentum X410
2101948	Oil Sheets (12 Pack)



X312-SL • Rexel

255 mm

Slimline Paper Shredder

A large 23L bin which holds

- · Shreds up to 10 sheets
- High security with P4 Cross Cut • 4x28 pieces
- A large 23L bin which holds 225 A4 sheets

X312-SI

X410-SL

Item Code	Description
2104574	Rexel Momentum X312-SL Slimline
2104573	Rexel Momentum X410-SL Slimline
2101948	Oil Sheets (12 Pack)

Rexel Momentum X312-SL/X410-SL

- Shreds up to 12 sheets
- Good security with P3 Cross Cut 5x42mm pieces
- A 6 minute continuous run time
- 200 A4 sheets

X410-SL

- A 6 minute continuous run time

Why should you buy a paper shredder?

Whether you want to dispose of personal documents at home or client information, ensuring confidentiality is one of the primary motivations for buying a shredder. Shredders protect against identity theft and other fraudulent activity that can be carried out if sensitive data gets into the wrong hands.

Shredding documents can:

Protect your personal and business confidential data

- Protect the data of your customers and clients
- Help you avoid fines and legal action due to non-compliance with GDPR legislation
- Help you evade a data breach which could result in bad PR and reputation damage



Questions to ask before buying a paper shredder

What can you shred?

Whilst many assume that shredders only shred paper, many models can take on stapled and paperclipped documents, as well as CDs & credit cards.

What level of security do I need from a shredder?

Shredders are categorised by their security level which is shown as a P-rating; this refers to the number of pieces a document is shredded into. The higher the P-rating the more pieces a document is shredded into and the higher the level of security it provides. – See table on page 4

Should I purchase an auto feed or a manual feed paper shredder?

Auto feed shredders

Allow stacks of paper to be shred in one go, rather than having to be fed in individually and are able to take documents with paper clips and shredders. We call this 'hands free' shredding, meaning you can load a stack of paper and walk away.

Manual feed shredders

Require human intervention to feed documents into the machines, however they can still shred a high volume of sheets in one go. Manual feed shredders also use the latest anti- jam technology to ensure seamless uninterrupted shredding when coupled with long run times.

What jam free technology do I need?

Feature	This means
Anti - Jam	Automatically stops and reverses when too much paper is inserted.
Intelligent Jam Prevention	Continuously checks and indicates if too much paper is being fed into the shredder
Auto reverse	Responds automatically to a jam in the auto feed chamber

Where will my shredder be located?

Not all shredders look the same! Shredders no longer need to be plain black boxes, they are available in different, size, colours, and designs. Today's modern office shredders are available in a variety of styles such as slim line versions as well as high gloss white and black options. In addition to the design choices best suited to the aesthetics of your office a number now feature intuitive touch controls which means they are even easier to use.

How big does the shredder bin need to be?

Pick a shredder bin size based upon sheets stored in the bin rather than bin size alone. Note that the higher the security level means a smaller cut size and increased bin capacity.

How easy is it to maintain a paper shredder?

An easy way to prolong the life of your shredder is to oil your shredder. Always check to see whether your shredder requires oil sheets or liquid oil for maintenance. We have both shredder oil and shredder oil Sheets available in different sizes to ensure you keep your paper shredder in the best condition.



