



State Records Center 2023 Collection Schedule

Monday Every 8 Weeks, Week 3, S

January							February							March							April										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
Wk 1	1	2	3	4	5	6	7	Wk 1			1	2	3	4	Wk 1			1	2	3	4	Wk 2	2	3	4	5	6	7	8		
Wk 2	8	9	10	11	12	13	14	Wk 2	5	6	7	8	9	10	11	Wk 2	5	6	7	8	9	10	11	Wk 3	2	3	4	5	6	7	8
Wk 3	15	16	17	18	19	20	21	Wk 3	12	13	14	15	16	17	18	Wk 3	12	13	14	15	16	17	18	Wk 4	9	10	11	12	13	14	15
Wk 4	22	23	24	25	26	27	28	Wk 4	19	20	21	22	23	24	25	Wk 4	19	20	21	22	23	24	25	Wk 1	16	17	18	19	20	21	22
Wk 1	29	30	31					Wk 1	26	27	28					Wk 1	26	27	28	29	30	31		Wk 1	23	24	25	26	27	28	29

Holiday Scheduling Policy

If your collection day falls on or near a scheduled holiday (as indicated on your calendar by a) , your service may be rescheduled. If your collection day is the actual holiday your service will move to the working business day before or after the holiday and you will not be notified of the change, but if it moves to another day other than the working day before or after you will be notified. If your collection day does not fall on the holiday and is going to be rescheduled you will be notified. All notifications will go to emails on file for the contract holder. If you are not the contract holder, please reach out to us directly for more information.

If you have a schedule conflict on one of your regularly scheduled collection days or a possible make up day, please contact us to schedule a make-up day that works for you, at least 48 hours prior to your scheduled collection day. If you do not notify us and we show up for the scheduled/rescheduled collection, you will be charged for that collection as well as for any rescheduled collection. If you have questions concerning your schedule, please contact us. We look forward to taking you to a new level of recycling in 2023. PO Box 11219 * Durham, NC 27703 * 919.680.6262(p) * 919.680.6252 (f) * www.shimar.com * info@shimar.com