

January 2023							February 2023							March 2023									
No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa
1	1	2	3	4	5	6	7	5				1	2	3	4	9				1	2	3	4
2	8	9	10	11	12	13	14	6	5	6	7	8	9	10	11	10	5	6	7	8	9	10	11
3	15	16	17	18	19	20	21	7	12	13	14	15	16	17	18	11	12	13	14	15	16	17	18
4	22	23	24	25	26	27	28	8	19	20	21	22	23	24	25	12	19	20	21	22	23	24	25
5	29	30	31					9	26	27	28					13	26	27	28	29	30	31	
<i>New Year Holiday</i>																							
April 2023							May 2023							June 2023									
No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa
13							1	18		1	2	3	4	5	6	22					1	2	3
14	2	3	4	5	6	7	8	19	7	8	9	10	11	12	13	23	4	5	6	7	8	9	10
15	9	10	11	12	13	14	15	20	14	15	16	17	18	19	20	24	11	12	13	14	15	16	17
16	16	17	18	19	20	21	22	21	21	22	23	24	25	26	27	25	18	19	20	21	22	23	24
17	23	24	25	26	27	28	29	22	28	29	30	31				26	25	26	27	28	29	30	
18	30							<i>Memorial Day</i>															
July 2023							August 2023							September 2023									
No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa
26							1	31			1	2	3	4	5	35						1	2
27	2	3	4	5	6	7	8	32	6	7	8	9	10	11	12	36	3	4	5	6	7	8	9
28	9	10	11	12	13	14	15	33	13	14	15	16	17	18	19	37	10	11	12	13	14	15	16
29	16	17	18	19	20	21	22	34	20	21	22	23	24	25	26	38	17	18	19	20	21	22	23
30	23	24	25	26	27	28	29	35	27	28	29	30	31			39	24	25	26	27	28	29	30
31	30	31						<i>Independence Day</i>															
																<i>Labor Day</i>							
October 2023							November 2023							December 2023									
No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa	No.	Su	Mo	Tu	We	Th	Fr	Sa
40	1	2	3	4	5	6	7	44				1	2	3	4	48						1	2
41	8	9	10	11	12	13	14	45	5	6	7	8	9	10	11	49	3	4	5	6	7	8	9
42	15	16	17	18	19	20	21	46	12	13	14	15	16	17	18	50	10	11	12	13	14	15	16
43	22	23	24	25	26	27	28	47	19	20	21	22	23	24	25	51	17	18	19	20	21	22	23
44	29	30	31					48	26	27	28	29	30			52	24	25	26	27	28	29	30
								<i>Thanksgiving & Black Friday</i>							1	31	1						
																<i>Winter Holidays</i>							

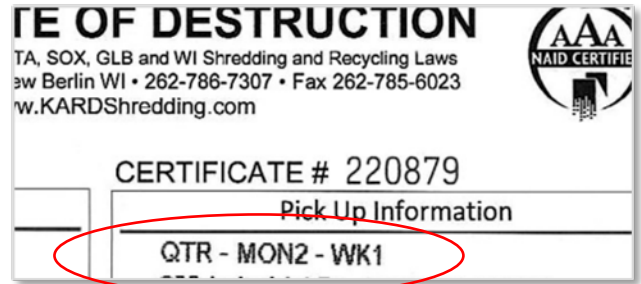
Odd Months (1,3,5,7,9,11)	Semimonthly Weeks 1 & 3	Week Number (Odd/Even)
Even Months (2,4,6,8,1, 12)	Semimonthly Weeks 2 & 4	5 th Week (Special Projects)

QTR = Quarterly | MON = Monthly | EOM = Every Other Month (Odd or Even)
SEMIMON = Semimonthly | WK or WKLY = Week | EOW = Every Other Week (Odd or Even)

How to read and use this calendar.

We implemented an old calendar model based on weeks of the year, replaced “every other week” with semimonthly or twice monthly schedules, and developed a simpler way for customers to easily recall and therefore know when a service call would occur.

In the upper right-hand box of every Destruction Certificate, i.e., our work order, is a 2- or 3-part phrase. The phrase is based on the legend found at the bottom of the calendar. For example, customers on a quarterly schedule will find **QTR** followed by the month of pickup in each quarter (**MON1**, **MON2**, or **MON3**) and the week (**WK1**, **WK2**, **WK3**, or **WK4**). For example, **QTR – MON2 – WK3** reflects a quarterly pickup in the second month of each quarter during the third week. If specified, a preferred day is shown as a final entry on the schedule line, when required or assigned.



QTR = Quarterly | MON = Monthly | EOM = Every Other Month (Odd or Even)
SEMIMON = Semimonthly | WK or WKLY = Week | EOW = Every Other Week (Odd or Even)

Every Other Month (**EOM**) can be either **ODD** (Jan, Mar, May, Jul, Sep, Nov) or **EVEN** (Feb, Apr, Jun, Aug, Oct, Dec) months. So, the schedule phrase appears like this: **EOM – ODD – WK1** for every other **ODD** month in the first week, or it may appear like this: **EOM – EVEN – WK4** for every other **EVEN** month in the fourth week.

Every Month (**MON**) is accompanied by the Week (**WK**) and possibly the day of pickup. For example, **MON – WK2 - THURS** indicates a pickup every month during the second week on Thursday.

JULY 2023		July 2023						
No.	Su	Mo	Tu	We	Th	Fr	Sa	
26							1	
27	2	3	4	5	6	7	8	
28	9	10	11	12	13	14	15	
29	16	17	18	19	20	21	22	
30	23	24	25	26	27	28	29	
31	30	31	Independence Day					

...is the First Month of the Third Quarter = QTR - MON1

...is an ODD month (7th of 12)

...has a holiday marked

...has a Fifth Week or WK5 in which to schedule projects.

EOM – ODD – WK(1, 2, 3 or 4)
Previous service was May (5) and next will be Sept (9).

SEMIMON – WK 1 & 3
With Service Occurring Monday thru Thursday during Weeks 1 & 3.

QTR – MON1 – WK3
With Service Occurring any day, Monday thru Thursday – in this case July 19th.

MONTHLY – LAST MONDAY
With Service Occurring On the last Monday of the month, even WK5.

Every Other Week (**EOW**) was changed to Semimonthly (**SEMIMON**), reducing the number of annual visits from 26 to 24. Therefore, the schedule phrase **SEMIMON – WK 1 & 3** or **SEMIMON – WK 2 & 4** reflects the patterns of picking up twice per month, either in the first and third weeks or in the second and fourth weeks.

Sustainability and our call to action. **CALL-IN** and **ON-DEMAND** customers are eligible for lower, annual pricing. This service requires bins or consoles to be full or near-full and not require on-site/mobile shredding. **Annual & Semiannual** purges or pickups are considered **CALL IN** or **ON DEMAND**. Weekend shredding events do not qualify.

KARD’s primary service area is Southeastern Wisconsin. For businesses or agencies in Metro-Milwaukee, day-specific scheduling is Tuesday or Wednesday, and Monday and Thursday for Non-Metro-Milwaukee locations. The Non-Metro Milwaukee region extends through the suburbs as far as Highway 151 to the North, Madison to the West, and the Wisconsin-Illinois border to the South. Customers located beyond these boundaries should contact KARD for additional options at www.KARDShredding.com or 262-786-7307.