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## 6 Best Paper Shredders of 2024

By [Deirdre Mundorf](#)



Edited by [Marlo Jappen Porto](#)

Updated: July 9, 2024



Save

Paper shredders can help you keep confidential information from falling into the wrong hands. As Jon Morgan, CEO and editor-in-chief of [Venture Smarter](#), shares, “Shredding personal and business documents is therefore essential for the protection of sensitive information.”

Between different cut types, different security levels, different speeds and capacities, choosing the best paper shredder to match your needs isn’t always an easy task. To help narrow down the options and find the best model to match your personal or business goals, we’ve compiled a list of the top products on the market. The Fellowes Powershred 99Ci Cross Cut Shredder is our top pick because it has an impressive continuous run time of 30 minutes and is powerful enough to also tackle items other than just paper, like credit cards, DVDs, and staples.

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## Best Overall

**Fellowes Powershred 99Ci Cross Cut Shredder** »



**PROS:**

- ✓ 18-sheet capacity
- ✓ Can also shred credit cards and staples
- ✓ Continuous run time of up to 30 minutes

**CONS:**

- ✗ Not very budget-friendly
- ✗ Not the most compact option

[Buy From Amazon](#)

The Fellowes Powershred 99Ci Cross Cut Shredder is ideal for homes or small businesses with one to three people using it to shred. It has an 18-sheet capacity, allowing you to quickly work through large stacks of documents or junk mail. The bin has a reasonably sized 9-gallon bin and can run for up to 30 minutes continuously. In addition to shredding paper, this model is also powerful enough to handle CDs, DVDs, credit cards, paper clips, and staples.

The Powershred 99Ci utilizes a cross-cut pattern when shredding papers, which means that it cuts paper into tiny pieces rather than long strips. The resulting shreds are 5/32 inches by 1 1/2 inches in size. This shredder’s cut type and paper size give it a level P-4 safety rating. For reference, the security levels for shredders range from P-1 to P-7, with P-7 being the most secure. P-1 shredders, on the other hand, are the least secure and produce the largest strips of paper.

Fellowes designed this model with Anti-Jamming technology to reduce the occurrence of paper jams. It also features Fellowes’ SilentShred System to minimize the noise produced when the machine is shredding paper and other items.

**Specs**

**List Price:** \$332.29

**Dimensions:** 25.19 in. W x 11.44 in. D x 17.31 in. H

Cut Type:	Cross-cut
Continuous Run Time:	Up to 30 min.
<div>EXPAND LIST ▾</div> <div>Buy From Amazon »</div>	

Best Budget

Bonsaii 6-Sheet Micro-Cut Paper Shredder »



PROS:	CONS:
✓ Relatively inexpensive	✗ Lower sheet capacity
✓ Micro-cut shredding for maximum security	✗ Short, 4-minute continuous run time
✓ Manual reverse to clear jams	

Buy From Bonsaii

The Bonsaii 6-Sheet Micro-Cut Paper Shredder might be the right fit for those who are looking for a more budget-friendly option. It costs under \$50, which is just a fraction of the cost of the other full-size shredders on our list. While it is significantly less expensive, the shredder still offers several features designed to make it easy to use and effective at protecting sensitive information. It utilizes a micro-cut pattern, reducing paper into tiny 4-millimeter by 12-millimeter pieces. With this cut type, which offers the highest level of security, it qualifies for a level P-4 security rating. The shredder notably features an automatic start and stop feature. If it does jam while you're working, you can use the manual reverse setting to clear paper from the blades.

There will be a few trade-offs associated with choosing this more economically priced model. For one, it has a smaller page capacity, and can only handle up to six sheets of paper at a time. Furthermore, it can only run for up to 4 minutes at a time before requiring a 40-minute rest. These details, combined with the fact that the bin only has a 4.2-gallon capacity, mean that it might not be the right fit for individuals who will need to shred a lot of documents at once, but it's a good value for occasional shredding.

Specs

List Price:	\$49.99
Dimensions:	12.36 in. W x 7.48 in. D x 15.31 in. H
Cut Type:	Micro-cut
Continuous Run Time:	Up to 4 min.

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[Buy From Bonsaii »](#)

Best Compact

## Aurora 4-Sheet Light Duty Crosscut Desktop S...



### PROS:

- ✓ Small footprint
- ✓ Can also shred credit cards
- ✓ Handle makes it easy to carry and empty

### CONS:

- ✗ Small bin capacity
- ✗ Only accommodates up to four sheets

[Buy From Amazon](#)

If your home office is tight on space or you only need to shred a few documents at a time, take a look at the Aurora Light Duty Crosscut Desktop Shredder. This compact model has a footprint that is less than 10 inches by 7 inches, allowing you to push it to one corner of your [desk](#). One downside of the compact size is that the bin only has a 1.32-gallon capacity, so it'll need to be emptied more frequently. You can shred up to four folded sheets of paper at one time in this model.

In addition to shredding paper, the steel blades of this model can also tackle credit cards – one at a time. A recessed handle is integrated into the lid of the shredder to make it easier to carry it or move it to a different location. Each purchase comes with a matching letter opener.

Specs

Price:	\$35.97
Dimensions:	9.49 in. W x 6.93 in. D x 9.92 in. H
Cut Type:	Cross-cut
Continuous Run Time:	2 min.

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Best Heavy-Duty

Fellowes Powershred 125Ci Cross Cut Shredder...

**PROS:**

- ✓ Large bin capacity
- ✓ Shreds up to 20 sheets at a time
- ✓ Jam-proof

**CONS:**

- ✗ Expensive
- ✗ Bulky

[Buy From Amazon](#)

Those looking for a heavy-duty shredder that can handle a lot of documents at once should consider the Fellowes Powershred 125Ci Cross Cut Shredder. This level P-4 model blades use a cross-cut motion, reducing paper into shreds that measure just 5/32 inches by 1 1/2 inches. It can tackle up to 20 sheets at a time and offers a continuous run time. This means that you will be able to work through large stacks of confidential information without needing to take a break.

This powerful model can shred more than just plain paper. Its blades are sharp enough to cut through credit cards, CDs, DVDs, staples, paper clips, and junk mail. The Fellowes Powershred 125Ci Cross Cut Shredder has a 14-gallon bin, the largest of any of the shredders that make this list. The larger capacity means that there will be fewer interruptions to shredding because



you won't need to empty the bin as frequently as you would with smaller-capacity models.

While this is a powerful and efficient shredder, it does cost significantly more than the other options on our list. You'll need to weigh your shredding priorities and your budget to determine whether it is the right choice for your home or business.

Specs

Price:	\$784.27
Dimensions:	28.94 in. W x 11.25 in. D x 21.06 in. H
Cut Type:	Cross-cut
Continuous Run Time:	Continuous

EXPAND LIST ▾

[Buy From Amazon »](#)

Best for Identity Protection

Aurora AU200MA Commercial Grade High Secu...

**PROS:**

- ✓ Micro-cut for maximum security
- ✓ P-5 security level
- ✓ 60-minute continuous run time
- ✓ 200-sheet automatic shredding capacity

**CONS:**

- ✗ Doesn't have a huge bin
- ✗ Relatively large footprint

[Buy From Amazon](#)

If you want to feel confident that your personal information will not inadvertently fall into the wrong hands, then the Aurora AU200MA shredder might be the right fit for you. The micro-cut blades shred paper into miniscule pieces that are just 5/64-inch by 15/32-inch. With the tiny shreds this model produces (approximately 2,500 per piece of letter-size paper), it qualifies for a P-5 security level.

This Aurora shredder only accepts 10 sheets at a time through the manual feeder. However, it also has an automatic feeder that can hold up to 200 sheets at a time, allowing you to leave the shredder to take care of a pile of

documents while you do other things. This model offers a generous continuous run time of 1 hour. Some of the other notable features include the anti-jam auto-reverse setting, the LED indicator lights, and the sleep mode for decreased energy usage.

Specs

Price:	\$378
Dimensions:	18.35 in. W x 14.02 in. D x 22.83 in. H
Cut Type:	Micro-cut
Continuous Run Time:	60 min.

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[Buy From Amazon »](#)

Best for Multi-Material Shredding

Amazon Basics 8 Sheet High Security Micro Cu...

**PROS:**

- ✓ Can shred CDs, DVDs, and credit cards
- ✓ No need to remove staples or paper clips
- ✓ Affordable price tag
- ✓ Utilizes micro-cut for higher protection of sensitive information

**CONS:**

- ✗ Shorter continuous run time than other micro-cut shredders on our list
- ✗ Some other models offer a higher paper capacity

[Buy From Amazon](#)

The Amazon Basics 8 Sheet High Security Micro Cut Shredder is a solid choice for those looking for the flexibility to shred more than just paper. It handles thicker items, such as CDs, DVDs, and credit cards. And, there's no need to remove paper clips or staples from your documents, as it powers through these as well.

This shredder has a P-4 safety rating and utilizes a micro-cut, chopping paper into small 4-millimeter by 12-millimeter pieces. It comes recommended by one of the experts we interviewed, Jeff Ketelaars, an

experienced security professional and co-founder of Security Guards Only, a network platform for security professionals.

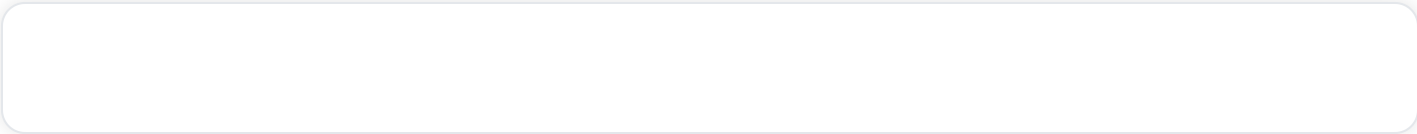
Costing less than \$65, this Amazon Basics shredder is one of the least expensive full-size models on our list. It has a continuous run time of 5 minutes, after which it'll require a 30-minute cool-down period. It has an automatic shut-off feature to prevent the machine from overheating. Additionally, the shredder has casters, which are wheels on rotating mounts, to make it easy to move.

Specs

Price:	\$64.99
Dimensions:	8.9 in. W x 12.95 in. D x 19.49 in. H
Cut Type:	Micro-cut
Continuous Run Time:	5 min.

EXPAND LIST ▾

[Buy From Amazon »](#)



The Bottom Line

The best shredder for you will vary based on the type and quantity of documents that you need to shred, the level of security you desire, how much space you have

available, and your budget. We selected the Fellowes Powershred 99Ci Cross Cut Shredder as our best overall pick because of its 30-minute continuous run-time, 18-sheet capacity, anti-jamming technology, and ability to accommodate CDs, DVDs, and thick metal office supplies, like paper clips. However, after reading through this list, you might decide that one of the other shredders we recommended is a better fit for your home or office needs.

## Things To Consider When Buying Paper Shredders

**Size and Weight:** Before finalizing your decision about which paper shredder to purchase for your home or office, consider where you will put it and how much space is available. Paper shredders are available in a range of sizes, with some being small enough to fit on top of a desk, while others will have a much larger footprint. Measure the space where you would like the shredder to go and compare it to the dimensions of each model that you're considering. When considering the available space, don't forget to leave room above the shredder so that you can easily feed documents through it.

If you plan on moving the shredder around the space or between rooms, you should also consider the weight of each model. Heavier models will be more difficult to move, particularly if they do not have casters. If you want the flexibility to move the shredder, then you might want to prioritize finding one with casters.

**Cut Type and Security Level:** There are three main cut types you'll see when shopping for a paper shredder: strip-cut, cross-cut, and micro-cut. Strip-cut models, also known as ribbon- or straight-cut shredders, slice the paper into thin and long strips. Most slice each piece of paper into approximately 39 pieces.

Cross-cut shredders are considered more secure than strip-cut models. Instead of simply cutting paper into long strips, they use a cross-cut pattern from the corners of the document feeder. This results in each page being cut into more than 400 tiny pieces, making it significantly more challenging to try to reassemble a document.

Ron Shimek, president of Mr. [Appliance](#), an appliance repair brand, explains that micro-cut shredders offer the highest level of security, turning paper into tiny confetti-like pieces, making it extremely difficult to reconstruct documents." Like

cross-cut shredders, these models work from the corners. However, they work from all four corners, instead of just two, creating more than 3,700 tiny shreds from each piece of paper.

As you're shopping for a new shredder, you may notice different security-level labels. These levels, which range from P-1 to P-7, indicate how secure each model is to help you choose the right fit for your shredding needs. P-6 and P-7 shredders offer the highest level of security, meeting the requirements of government agencies and national security organizations. Shredders with a security level of P-5, P-6, or P-7 will use a micro-cut shredding technique to provide high confidence that your information is protected against anyone with bad intentions.

**Bin Size:** Take note of the bin size for each shredder model. The capacity, which is typically measured in gallons, indicates how much shredded material the bin will hold before needing to be emptied. Thus, shredders with a larger bin size will shred more documents without emptying the bin than those with a lower capacity.

The frequency with which you plan on using the shredder and the number of other users can help you make sure you choose a model with an appropriate capacity. Generally speaking, a shredder with a capacity between 1 and 10 gallons should be sufficient for most home offices. Small businesses with multiple users may benefit from a larger model with a capacity of up to 30 gallons, while larger offices with higher shredding needs might want to look for a bin with a capacity greater than 30 gallons.

**Paper Capacity:** Assessing your shredding needs can help you select a paper shredder with an appropriate paper capacity. The paper capacity, sometimes called sheet capacity, indicates how many pages of paper you can feed through the shredder at the same time. The sheet capacity of shredders varies widely. While more compact models may only accommodate about four sheets at a time, industrial shredders can handle 100 or more sheets at once. Most of the models you'll find will be somewhere between these two capacities, typically able to handle between 10 and 30 pages at a time.

If you foresee needing to shred huge stacks of paper, then finding a shredder with a higher capacity could significantly cut down on the amount of time you'll spend working. On the other hand, if you'll only be shredding a few documents at a time, a shredder with a smaller capacity is likely sufficient.

**Run Time and Cool-Down Period:** When shopping for a new shredder, you'll notice that manufacturers include information about the run-time and cool-down period for their products. The continuous run time of a shredder can vary from a few minutes to 30 minutes or more at a time. Similarly, cool down periods vary between models.

As Shimekof Mr. Appliance shares, "Paying attention to run time and cool-down periods is crucial as it determines how long you can continuously use the shredder before it needs a break, ensuring efficiency and preventing overheating or damage to the machine." He adds, "If you tend to shred a lot of documents at one time, you need a longer run time. If you are just using it each month for the bills, then a standard run time should be fine."

**Noise Level:** Noise level is something else that you might want to keep in mind when shopping for a new paper shredder. While most paper shredders won't be "quiet," some are certainly louder than others. On average, paper shredders operate at around 65 decibels, which is on the upper end of the spectrum for normal conversation and just a little quieter than a washing machine. However, some models may be designed to operate more quietly, particularly smaller desktop shredders that may only produce about 50 decibels when operating. If you're on the market for a heavy-duty or industrial shredder, be prepared for it to make more noise during operation, often up to 75 or 80 decibels.

**Special Features:** Finally, determine whether there are any special features that you'd like to see in the shredder that you purchase for your home or office. Some features to look for include:

- **Shredding of CDs and DVDs:** While many shredders are only designed to handle paper, some heavy-duty models can also accommodate thicker CDs, DVDs, staples, and paper clips.
- **Jam Prevention:** Some shredders have a sensor that detects when users are trying to feed through too thick of a stack of paper. The sensor will turn off the shredder to prevent an accidental jam.
- **Run-time Indicator:** Models with a run-time indicator keep track of how long you've been shredding and when you should take a break to let the shredder cool down.
- **Automatic Document Feeder:** If you'll be shredding huge stacks of paper at a time, an automatic document feeder makes the task less tedious. Rather than feeding small stacks of paper, you can add a huge pile for the unit to shred for you.



- **Safety Features:** Some shredders have integrated safety features to detect hands or other items that shouldn't be by the opening and shut off the machine. Others have a safety lock to keep children or other unauthorized users from operating them.

**Energy-saving Mode:** Shredders with a sleep mode help conserve energy in offices that use them frequently enough to want to leave them plugged in and turned on at all times.

## How We Chose the Best Paper Shredders

To help us choose the best paper shredders, we consulted with three experts in the industry: Jon Morgan, the CEO and editor-in-chief of [Venture Smarter](#), a consulting firm helping companies scale their operations, Jeff Ketelaars, an experienced security professional and co-founder of [Security Guards Only](#), a network platform for security professionals, and Ron Shimek, the president of [Mr. Appliance](#), a Neighborly Company providing appliance repair services.

In addition to considering the recommendations of these experts, we evaluated the information shared by professional reviewers and looked at ratings and feedback from users. Finally, we aimed to include a range of options at different price points to match the varying needs and budgets of each of our readers.

### WHY SHOULD YOU TRUST US?

Our contributors and editors have years of experience researching, testing, and reviewing products. [Deirdre Mundorf](#), the author of this article, has been a U.S. News & World Report contributor for more than a year. She also has nearly five years of experience as a freelance writer, and has had her work featured in publications, including USA Today, Bob Vila, and House Digest. [Marlo Jappen Porto](#), the editor of this piece, is a home goods editor at 360 Reviews.

## FAQ

**What type of paper shredders are best for maximum security?** +

**What items should I shred for identity protection?** +

**How long do paper shredders last?** +

**Do you need to remove staples and paper clips before shredding papers?** +

## About Our Team



### Deirdre Mundorf

Contributor



Mundorf is a freelance writer who specializes in home goods, family, and pet content. She has more than three years of experience as a professional writer and her work has been featured in [Bob Vila](#), [Discover Magazine](#), and [House Digest](#). Prior to her freelancing career, Mundorf was an elementary school teacher for more than a decade.

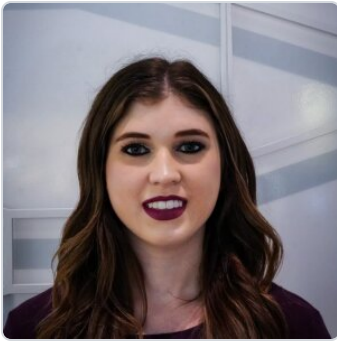
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### Marlo Jappen Porto

Former Editor



Marlo Jappen Porto is a former editor for U.S. News 360 Reviews, focusing on home goods. Prior to joining the team,



she was a researcher at NBCUniversal, where she gathered compelling and relevant archival content for live broadcasts. In addition, she has spent years working as an editor and community journalist.

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