

FIG. 1

FIG. 2

FIG. 3

INVENTOR.
JOEL BLATTSTEIN

BY
Rachewbach & Rachewbach
ATTORNEYS

FIG. 4

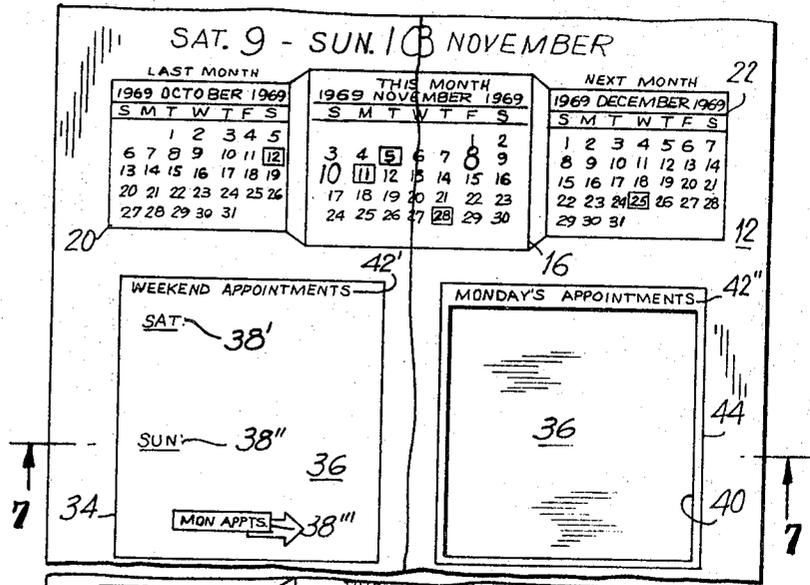


FIG. 5

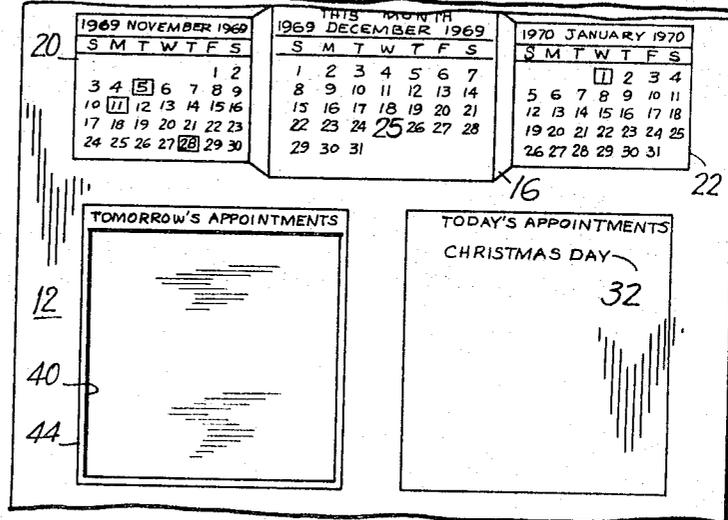


FIG. 6

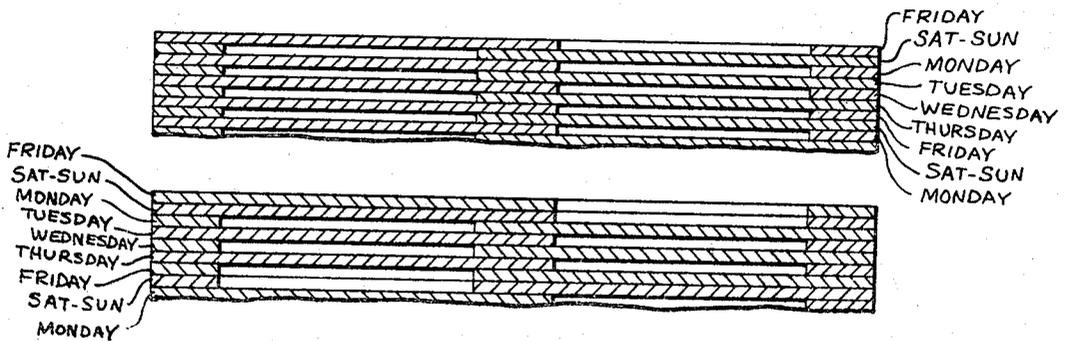


FIG. 7

INVENTOR.
JOEL BLATTSTEIN

BY
Rackewald & Rackewald
ATTORNEYS

MEMORANDUM PAD

This invention relates generally to memorandum pads and, more particularly, to calendar or appointment memorandum pads.

Many different varieties and types of memorandum pads, particularly appointment and reminder pads have been produced and utilized for many years; however, such pads have not always been entirely satisfactory to the user since the so-called weekly or monthly calendar pads, while providing an overall view of the appointment and memoranda for several days, usually provide an exceedingly small area within which to write the appointments or memoranda for a particular day. Contrariwise those pads wherein a single sheet is utilized for a single day, while providing a usable amount of memorandum space without being excessively large in overall area require that the sheet or leaf be turned whenever entries are to be made or read for other than that particular day.

The psychological and efficiency advantages in being able to enter and, particularly, view a succeeding day's appointments have long been recognized and, therefore, the popularity of week-by-week or week-at-a-glance and month-by-month or month-at-a-glance calendar pads has long been recognized, particularly for individuals who do not need to make an extensive memorandum or appointment calendar. However, even such individuals occasionally desire to make fairly extensive notations for a particular day and find that the available area furnished for each individual day by such calendars are insufficient and the making of extensive notations therefore burdensome.

Further, locating a particular day and its appointments with rapidity and facility in such a week-by-week or month-by-month calendar sheet, while not difficult, takes sufficient length of time as to be, particularly for the business individual, economically burdensome.

Having in mind the foregoing, it is a primary object of the present invention to provide novel and improved memorandum, calendar and appointment pads.

Another primary object of the present invention, in addition to the foregoing object, is the provision of such pads having separate leaves or sheets for at least each working day constructed and arranged to enable a single entry of memorandum, notations of coming events or appointments to be made or read during each of a plurality of days.

Another primary object of the present invention, in addition to each of the foregoing objects, is the provision in such pads of openings to enable memorandum and appointments to be written on or read from sheets or leaves corresponding to succeeding days without disturbing the preceding day.

Yet another primary object of the present invention, in addition to each of the foregoing objects is the provision, in pads of the class described, of printed copy, indicating clearly and with facility, information as to dates, current, past and future.

Still further, another primary object of the present invention, in addition to each of the foregoing objects, is the provision, on each leaf or sheet of such pads, of a novel arrangement of calendar portions which enables the location of desired dates quickly, easily and with facility.

Yet still further, it is also a primary object of the present invention, in addition to each of the foregoing objects, to provide such pads having individual leaves or sheets for at least each business day with alternating openings so that memoranda and appointments may be entered without moving or removing the current date sheet for either the current date or the next succeeding date, with a single entry and wherein appointments and memoranda of both the current and next succeeding day remain visible at all times, so that memoranda and appointments may be previewed.

Still further, yet another primary object of the present invention, in addition to each of the foregoing objects, is the provision of such pads which are economical to manufacture, attractive and efficient to use.

The invention resides in the combination, construction, arrangement and disposition of the various component parts and elements incorporated in improved memorandum, calendar and appointment pads constructed in accordance with the principles of this invention. The present invention will be better understood and objects and important features other than those specifically enumerated above will become apparent when consideration is given to the following details and description, which when taken in conjunction with the annexed drawing describes, discloses, illustrates and shows a preferred embodiment or modification of the present invention and what is presently considered and believed to be the best mode of practicing the principles thereof. Other embodiments or modifications may be suggested to those having the benefit of the teachings herein, and such other embodiments or modifications are intended to be reserved especially as they fall within the scope and spirit of the subjoined claims.

IN THE DRAWINGS

FIG. 1 is a plan view of a pad in accordance with the present invention illustrating the layout of an exemplary sheet or leaf thereof corresponding to Nov. 6, 1969;

FIG. 2 is a plan view of the pad illustrating the next succeeding leaf or sheet corresponding to Nov. 7, 1969;

FIG. 3 is a plan view of the pad illustrating the next succeeding leaf or sheet corresponding to Nov. 8, 1969, with the left half thereof cut away to illustrate the next succeeding leaf or sheet corresponding to Nov. 9 and 10, 1969 in accordance with one embodiment of the present invention;

FIG. 4 is a plan view of the pad similar to FIG. 3 illustrating the leaf or sheet corresponding to Nov. 8, 1969, with the left half thereof cut away to illustrate the next succeeding leaf or sheet corresponding to Nov. 9 and 10, 1969 in accordance with another embodiment of the present invention;

FIG. 5 is a plan view of the pad illustrating another exemplary leaf or sheet thereof, corresponding to Dec. 25, 1969 and demonstrating an exemplary treatment which may be utilized for holidays;

FIG. 6 is a cross-sectional elevational view taken along line 6-6 in FIG. 3; and

FIG. 7 is a cross-sectional elevational view taken along line 7-7 in FIG. 4.

Referring now to the drawing, there is shown and illustrated a memorandum, calendar or appointment pad constructed, fabricated, arranged and provided with information in accordance with the principles of the present invention designated generally by the reference character 10 and which may comprise a stack of superposed memorandum, appointment or calendar sheets 12.

The individual sheets 12 may be retained in the desired superposed relationship in substantially any desired manner, as is conventional in this general type of calendar. For example, the individual sheets may be padded, as with an adhesive edging enabling the individual sheets to be consecutively torn off and destroyed; spirally bound to enable the sheets to be turned one after the other; stapled and perforated adjacent one edge; punched and secured on pins or U-shaped supports so as to be turned over as days pass; or the like. Moreover, the pad may comprise sheets corresponding to an entire calendar year, a fiscal year, a school year, a month, or any desired period or term. For exemplary purposes, however, the present invention will be described in terms of a calendar pad having leaves corresponding to a single calendar year designed around a five-day work week of Monday through Friday, with Saturday and Sunday being treated in an abbreviated fashion.

With particular reference to FIG. 1, it may be understood that each calendar leaf or sheet, which may be of any desired dimensional size and, for exemplary purposes only, may be of approximately 5 inches width and 8 inches height, may be height, with a full year's calendar as indicated by the reference character 14 adjacent the upper marginal edge thereof to enable any desired date during that year to be quickly and easily

located with facility. Such a full year calendar preferably appears upon each and every one of the sheets or leaves so that the full year calendar will always be immediately available to the user of the pad. Alternatively, such a full year calendar may be provided on a binding or marginal portion, with the tear-off, movable or removable individual date sheet being secured therewith. Preferably, however, each sheet is provided with a separate year calendar so that any notations which are desired to be made upon it, such as circling particular dates for purposes of calculating time periods, and the like, may be performed without marring the calendar for use during the remainder of the year.

For exemplary description, in FIG. 1 there is shown and illustrated the calendar sheet corresponding to Nov. 6, 1969 and each of the other sheets 12 of the pad 10 would differ appropriately from the sheet corresponding to Nov. 6, as will be pointed out hereinafter.

Since the year calendar 14 must, of necessity, be quite small and, therefore, relatively difficult to read with facility, and, since before it is possible to pick out a specific date, it is necessary to pick out the desired month, directly beneath the year calendar 14, there may be provided an enlarged current month calendar 16 generally centered beneath the year calendar 14. Since the current month calendar 16 is substantially larger than the corresponding portion of the year calendar 14, substantial additional information may be provided therein, if desired. For example, holidays may be indicated thereon, as by enclosing holidays within squares, or the like, although holidays may also be indicated in the year calendar 14, as by printing holidays in differing color ink. Preferably, however, and to keep the cost of the pad reduced, only a two-color printing system need be utilized, with one color, for example, black, being utilized for most of the printing and a contrasting color, for example, red, utilized to indicate Sundays, holidays, and the like. Preferably, however, holidays may be indicated by merely encircling or inserting the holiday date within a square outline, so that holidays falling on Sundays or within the middle of the week, may be readily indicated. The current date on the current month calendar preferably is printed in an enlarged type, as indicated, and, yet further, is preferably printed in a contrasting color so that immediately upon glancing at the current month calendar, the user's attention will immediately be drawn to the current date so that he may see the remainder of the week and the month in relation to the current date. Additionally, other information may be provided, such as phases of the moon, and the like, or other information as may be desired. Between the current month calendar 16 and the year calendar 14, there may be provided a line of date identification 18 identifying the current date not only by date and month but also by day of the week. For example, in the exemplary leaf or sheet illustrated in FIG. 1, the line reads WEDNESDAY 6 NOVEMBER with the numeral 6 being in large, bold face and preferably contrasting colored type so as to be readily discernible by the user.

In addition to the current month, of next succeeding importance are the preceding and the following months, and accordingly, there may be provided, adjacent the current month calendar, a calendar 20 for the preceding month on the left and a calendar 22 for the succeeding month, on the right. The preceding and succeeding month calendars 20 and 22 may provide all of the information that was provided for the current month's calendar and may either be the same size, or slightly smaller so as to be differentiated therefrom. However, if the preceding and succeeding month's calendars are of the same size as the current month's calendar then preferably, the current month's calendar is enclosed within an enlarged border, as shown, so as to be most readily discernible.

Further useful information, such as the number of days which have passed and the number of days remaining in the year may be indicated, preferably at the lower left-hand corner, as designated by the reference characters 24 and 26, respectively, and the date as written in abbreviated or numerical form, as, for example, 11/6/69 for Nov. 6, 1969, may be

provided, for example, at the lower right-hand corner as designated by the reference character 28. Further, as a further aid in utilizing the information provided by the numerical designations at the bottom of the sheets, there may be again repeated the day designation as spelled out, i.e., Nov. 6, 1969, as indicated by the reference character 30.

Accordingly, it may be seen that each calendar sheet or leaf 12 provides a wealth of information while yet presenting the information in a form wherein it may be readily and quickly utilized with a minimum of hunting or searching being required. The various types of information provided are well separated physically and in a logical position whereat they are easy to find. Moreover, the present date is presented in such a form as to have the greatest visual impact of any of the information presented on the leaf or sheet so as to be forcefully brought to the attention of the user without requiring any conscious effort on his part.

The other sheets corresponding to weekdays may be laid out in the same general format, except that the particular day and date corresponding thereto is emphasized, as shown in FIG. 2, corresponding to the next succeeding date, i.e., Thursday, Nov. 7, 1969, and FIG. 3 corresponding to Friday, Nov. 8, 1969. As heretofore pointed out, where the calendar is to be utilized as a business-week calendar, an abbreviated treatment may be given to Saturdays and Sundays, and an arrow may be provided as a prompter to direct the user's attention on Friday to appointments on Monday. It is, of course, within the ambit of the present invention, to provide full and separate sheets or leaves for every day of the calendar year, including Saturdays and Sundays, where such is desired, but where an abbreviated treatment of the weekends is sufficient, then the leaves or sheets 12 corresponding to the weekends may be as illustrated in FIGS. 3 and 4, with a single sheet being utilized for the entire weekend so that the line of day and date identification 18 thereof might read: "SAT.—SUN. 9—10 NOVEMBER" or "SAT. 9—SUN. 10 NOVEMBER," as shown. Similarly, in the current month, the portion 16, both of the days corresponding to that sheet may be printed in enlarged, bold faced type in a contrasting color. A holiday may be indicated, as illustrated in FIG. 5, by providing identification thereof as designated by reference character 32 located in a particular manner as will be described in more detail.

As heretofore pointed out, calendar pads of the present invention are particularly adapted as memorandum or appointment calendar pads, and, accordingly, may be provided with space for enabling written notations to be made thereon. For example, each one of the sheets 12 may be provided with a printed border, designated by the reference character 34 defining a space 36 for noting current memoranda and appointments for the day and may be provided, preferably adjacent the upper edge thereof with indicia, designated by the reference character 38 identifying the block as containing: "TODAY'S APPOINTMENTS." Moreover, each sheet 12 may be provided with a cutaway portion or cutout 40 enabling notations to be made on the underlying one of the sheets 12. Hence, if a notation is made on the portion 36 within the border 34 of the uppermost sheet 12, those notations which may be of memorandum or appointments, will be visible during that day and will be removed with the removal of the uppermost one of the sheets 12. If notations are made on the succeeding one of the sheets 12, through the cutout or opening 40, then such notations may be made on the succeeding sheet, corresponding to memorandum or appointments for the next succeeding day without requiring any movement of the uppermost one of the sheets 12 and, upon removal of the uppermost one of the sheets 12 will remain visible and, more particularly, will be found to be written on the next succeeding uppermost one of the sheets 12. Just adjacent the upper edge of the cutout 40, there may be provided indicia, designated by the reference character 42 indicating: "TOMORROW'S APPOINTMENTS." Surrounding the cutout 40 and the identifying legend 42, there may be provided an imprinted border 44. Beneath the legend "TOMORROW'S APPOINTMENTS" the

succeeding sheet may be imprinted with the legend: "TODAY'S APPOINTMENTS."

Preferably, the borders 34 and 44 are of substantially similar configuration, size and shape so as to define similar areas and alternate, with the cutouts 40, between two generally adjacent positions as clearly shown in the drawing. For example, as shown in FIG. 1, for the exemplary sheet or leaf corresponding to Wednesday, Nov. 6, 1969, the printed border 34 defining the space 36 containing the legend "TODAY'S APPOINTMENTS" 38 may be approximately 2 inches square and located below the preceding month's calendar 20 and the left half of the current month's calendar 16 and the printed border 44 may be approximately 2 inches square and positioned in general vertical alignment with the border 34 generally below the succeeding month's calendar 22 and the right-hand portion of the current month's calendar 16. In other words, the printed border 34 may be disposed centered top to bottom approximately four inches beneath the top edge of the sheet 12 and centered top to bottom approximately 1½ inches from the left margin. The printed border 44 may be centered top to bottom approximately 4 inches from the uppermost edge of the sheet 12 and approximately 1½ inches from the right-hand edge thereof with the cutout 40 being positioned therewithin.

On the next one of the sheets 12, such as the sheet shown and illustrated in FIG. 2 corresponding to Thursday, Nov. 7, 1969, the border 44 may be centered approximately 4 inches down from the upper edge of the sheet and 1½ inches in from the left-hand margin with the legend "TOMORROW'S APPOINTMENTS" 42 and the cutout 40 being disposed therewithin and the printed border 34 defining the space 36 centered approximately 4 inches from the upper edge of the sheet 12 and 1½ inches from the right-hand edge thereof and containing therewithin the printed legend "TODAY'S APPOINTMENTS" 38 and the border 44 containing the cutout 40 and the legend "TOMORROW'S APPOINTMENTS" 42 may be said to alternate, left to right on each succeeding one of the sheets 12. Therefore, a notation may be selectively written either on the portion 36 of the uppermost sheet 12 or, through the opening 40 on the portion 36 of the succeeding sheet 12, as desired, and if written directly on the uppermost sheet 12 will, on the day that sheet is uppermost, appear under the legend "TODAY'S APPOINTMENTS" and if written on the space 36 of the succeeding sheet through the opening 40 will appear on the day that that top sheet is uppermost, beneath the legend "TOMORROW'S APPOINTMENTS." Upon removal of that top or uppermost sheet, for example, the sheet corresponding to Wednesday, Nov. 6, 1969, then the appointments and memorandum which were associated with that sheet and with Wednesday, Nov. 6, 1969, will be removed from the active position on the pad and the memorandum or appointments which were noted or listed on the preceding day will now appear, without any further effort, on the next succeeding uppermost sheet under the legend "TODAY'S APPOINTMENTS." Therefore, by a single entry, which may be made without requiring any movement of the uppermost sheet, notations may be made on the next succeeding sheet and are readable on both the current and the next succeeding day.

Additional space, as designated by the reference character 46 may be provided as well as a legend "MEMORANDA" designated as 48 for memoranda which need not be part of the double or alternating entry appointment and memorandum system.

Where, as in the exemplary form of the invention illustrated, separate sheets or leaves are utilized for a five day work week and a composite single sheet or leaf utilized for two-day weekends, the alternating arrangement of cutouts 40 for entry on one day of the succeeding day's appointments and spaces 36 for containing that day's appointments may be modified. At least two approaches may be taken, depending upon whether it is considered more important on Friday to be

able to enter and read or preview weekend appointments or Monday's appointments more easily. It is also possible, of course, to provide a plurality of cutouts on a single sheet to enable entry of appointments for both the weekend and the following Monday or a smaller cutout on the weekend sheet accessible through the Friday cutout to accomplish a similar result. However, either of these alternatives reduces either the space available for additional memoranda or the space available for Monday's appointments. Generally, neither of these alternatives would be satisfactory and, rather, it is more advantageous to maintain uniform areas for entering memoranda and each work day's appointments.

Firstly, since the weekend is closer in time to Friday than is Monday, it may be considered natural for an individual to be more concerned, on Friday, with his weekend plans than his plans for the following week. Therefore, it may be desirable to enable the entry of weekend appointments on Friday, without requiring that the sheet or leaf corresponding to Friday be moved and to enable the weekend appointments to be viewed while the Friday leaf or sheet is still in position. The correct location of Monday appointments may be indicated by the arrow. It is, of course, desirable that the weekend appointments appear on a separate sheet or leaf from any of the weekday appointments, so that that sheet may, for example, on Friday afternoon, be removed from the calendar pad for reference over the weekend.

With reference now to FIG. 3 of the drawing, there is shown and illustrated an arrangement and layout of leaves or sheets which enables notations to be made on Friday for weekend appointments without requiring any movement of the leaf or sheet corresponding to Friday. In FIG. 3, there is shown for exemplary purposes a leaf or sheet corresponding to Friday Nov. 8, 1969, with the left-hand portion thereof cut away to expose the left hand portion of the succeeding leaf or sheet corresponding to Saturday and Sunday, Nov. 9 and 10, 1969.

A Friday leaf or sheet, such as the leaf or sheet 12 corresponding to Friday, Nov. 8, 1969 may be provided on one side thereof with an imprinted generally square border 44 and cutout or opening 40 contained therewithin. A legend, 42', may be provided between the border 44 and the cutout portion reading, for example: "WEEKEND APPOINTMENTS" rather than "TOMORROW'S APPOINTMENTS" as did the legend 42 indicating that the appointments or memoranda written on the underlying sheet through the cutout or opening 40 pertained to the weekend. The underlying sheet may be provided with a border 34 defining the space 36 and with a similar legend at the top thereof. Further, the underlying sheet, i.e., the sheet corresponding to Saturday and Sunday, Nov. 9 and 10 may be further provided with legends 38' and 38'' dividing the space 36 into two portions and reading: "SAT." and "SUN.," respectively, indicating the appointments for the respective days. Since, ordinarily, a fewer number of appointments would be made for weekends, the half space thereby provided for each day is ordinarily sufficient. Since the appointment for the following Monday cannot be written without removing the uppermost one of the sheets 12, there is also provided on the space 36, legend and arrow 38''', indicating where to write and look for pre-written appointments and memoranda for Monday.

On the next one of the sheets 12, i.e., the sheet corresponding to, for example, Saturday and Sunday Nov. 9 and 10, 1969, there is provided in the alternate location, a border 44 and cutout 40, as well as an identifying legend 42'' reading: "MONDAY'S APPOINTMENTS." Hence, only a single sheet need be lifted on Friday, to enable Monday's appointments to be entered and read or previewed. However, if desired, the weekend sheet may be also lifted and the notations made directly on the space 36 on the next succeeding sheet. Of course, the orientation of left to right may, if desired, be reversed.

Utilizing the weekend treatment as described above, the alternating windows and spaces continue throughout the entire pad, without regard to weekends, the only change being the

printed indicia provided, as shown in the cross-sectional illustration of FIG. 6.

As heretofore pointed out, the weekends may be treated as substantially any other day so that entries may be made on Friday of appointments for the weekend, without requiring movement of the Friday leaf or sheet but requiring that at least the Friday leaf or sheet be moved to enable notations to be made of appointments and memoranda pertaining to Monday. Alternatively, and as also pointed out above, the pad may be constructed and arranged so that appointments and memoranda pertaining to Mondays may be written on the preceding Friday, without requiring movement or removal of either the Friday or the weekend sheet or leaf but, in that instance, either the Friday leaf or sheet or the weekend leaf or sheet must be moved or removed to enable entries to be made for weekend memoranda and appointments.

With reference now to FIG. 4, there is shown and illustrated an arrangement and layout of sheets or leaves enabling Monday appointments to be written on Friday, without requiring movement or removal of either the Friday or weekend sheets or leaves. In FIG. 4, as in the preceding figures, there is shown and illustrated a pad having its uppermost sheet or leaf corresponding, for exemplary purposes only, to Friday, Nov. 8, 1969 with the left-hand portion of that sheet being cut away to expose the left-hand portion of the next succeeding leaf or sheet corresponding to Saturday and Sunday, Nov. 9 and 10, 1969. One half, for example the right half of the uppermost calendar leaf or sheet 12 corresponding to Friday, Nov. 8, 1969, is provided with an imprinted border 44 and a cut away portion 40, therewithin as well as a legend: "MONDAY'S APPOINTMENTS" 42' disposed therebetween. Similarly, the right-hand portion of the next succeeding leaf or sheet corresponding to Saturday and Sunday, Nov. 9 and 10, 1969, is similarly provided with a printed border, cutout portion and same legend in direct subjacent alignment with the border, legend and cutout of the Friday sheet so that the right-hand space 36 of the Monday, Nov. 11, 1969 leaf or sheet is exposed therethrough, enabling notations to be directly made thereon through the aligned opening 40 of the Friday, Nov. 8 sheet and the SAT—SUN sheet. The left-hand portion of the SAT.—SUN. Nov. 9 and 10 leaf or sheet is merely provided with a printed border 34 defining a space 36 and provided adjacent the upper edge thereof with a legend 42' reading: "WEEKEND APPOINTMENTS." Further, the space 36 may be provided with legends 38' and 38" reading, respectively: "SAT." and "SUN." subdividing the space 36 thereof into two generally equal pads or portions. Therefore, appointments and memoranda pertaining to the weekend may be readily written thereon although the Friday leaf or sheet must either be moved or removed or, alternatively, the Saturday—Sunday sheet removed prior to making such notation. In any event, on Friday, notations may be made on the Monday leaf or sheet without requiring any movement or removal of either the Friday leaf or sheet or the weekend leaf or sheet. On the following weekend, the positions of the windows, cutouts or openings will be reversed as will be understood, and as clearly illustrated in FIG. 7.

With reference now to FIG. 5, on any sheet corresponding to a holiday, or other occasion of special importance, there may be provided on that sheet, within the block identified as: "TODAY'S APPOINTMENTS" a legend 48 indicating the particular significance of said day, such as, for example, for Dec. 25, 1969, the notation: "CHRISTMAS DAY." Hence, not only will the special occasion notation be imprinted and readily readable on the particular day, but will also be viewable or readable through the cutout of the preceding day so as to serve as an advance warning thereof. Similarly, any such notation which might be made by the user of the calendar with reference to a particular day, such as birthdays, anniversaries, and the like, may be made at, for example, the beginning of the year at the appropriate day and such user will receive advance warning, the day prior to the occurrence noted, that such event is about to occur. Other copy or entries, such as

buying, show, or advertising closing dates, or the like, may be provided and previewed through the cutouts.

It is to be understood that terminology such as "upper," "lower," "left," and "right" as used in the preceding description and in the subjoined claims, along with other similar directional terminology, has reference only to the illustrated embodiments and is for a purpose of aiding in the interpretation of the drawings only and, therefore, is to be construed and interpreted in its normal and accepted sense. However, such terminology is not to be construed or interpreted in a limiting sense either in the preceding description or the subjoined claims, since the same is used merely to facilitate an understanding of, and to clearly set forth and particularly define the present invention.

While the invention has been described, disclosed, illustrated and shown in terms of embodiments or modifications which it has assumed in practice, the scope of the invention should not be deemed to be limited by the precise embodiments or modifications herein described, disclosed, illustrated or shown, such other embodiments or modifications as may be suggested to those having the benefit of the teachings herein being intended to be reserved especially as they fall within the scope and breadth of the claims here appended.

What I claim is:

1. Memorandum and appointment pad comprising a plurality of memoranda sheets for receiving written notations at least the uppermost of which is provided with a cutout to expose a portion of an underlying sheet therethrough and means disposed adjacent the edge of said cutout for indicating that notations written or exposed therethrough will appear on said underlying sheet and therefore remain after removal of said uppermost sheet.

2. Memorandum and appointment pad as defined in claim 1 further comprising means defining a current memorandum and appointment location provided on said uppermost sheet in spaced apart relationship to said cutout, means defining a current memorandum and appointment location provided on said next succeeding sheet adapted to be disposed in general alignment with the cutout of said uppermost sheet and means for removably retaining said uppermost and said next succeeding sheet in stacked relationship and wherein said indicating means defines the portion of said underlying sheet as pertaining to future memoranda and appointments.

3. Pad as defined in claim 2 wherein each of said plurality of sheets is provided with a cutout and a current memorandum and appointment location, the position of said cutouts and said locations varying among the sheets so that each cutout will overlie the current memorandum and appointment location of an underlying sheet.

4. Pad as defined in claim 3 wherein said cutouts and locations alternate between two generally symmetric positions.

5. Pad defined in claim 4 wherein each of said sheets comprises a calendar leaf corresponding to at least one date.

6. Memorandum and appointment pad comprising a plurality of memoranda sheets for receiving notations or copy, means for retaining said sheets in stacked superposed relationship and enabling consecutive removal of each uppermost sheet from the stack to expose the next succeeding sheet, each of said sheets being provided with a cutaway portion to expose the corresponding portion of the next succeeding sheet therethrough so that memoranda may be written through said cutaway portion on each next succeeding sheet without requiring movement of the uppermost sheet and thereby viewed or read even after the preceding sheet has been removed, the cutaway portion of each sheet differing in position from the position of the cutaway portion of the succeeding sheet so that notations may be selectively made on either one of the uppermost sheets away from said cutaway portion and the next succeeding sheet through said cutaway portion and enable selected notations to be made with a single entry and read either with or without the uppermost sheet in position as if a double entry had been made on each of two consecutive sheets.

7. Memorandum and appointment pad defined in claim 6 wherein said cutaway portions consecutively alternate between two generally symmetric locations.

8. Memorandum and appointment pad defined in claim 7 wherein each of said sheets comprises a calendar leaf identifiable as corresponding to a particular date further comprising means disposed adjacent each cutaway portion indicating that notations written and visible therethrough pertain to a future date and means disposed adjacent the portion exposed through the cutaway portion of the preceding sheet pertains to the current date.

9. Memorandum and appointment pad defined in claim 8 wherein each sheet of said stack corresponds to a single weekday and further comprising a single sheet corresponding to the two days of a weekend followed by a similar stack corresponding to the next succeeding week all maintained in stacked relationship, the weekend sheet being provided with a cutaway portion in substantial alignment with the cutaway portion of the last preceding weekday sheet so that notations may be made therethrough on the last weekday of a preceding week

directly on the succeeding sheet corresponding to the first weekday of the next succeeding week.

10. Memorandum and appointment pad defined in claim 8 wherein each of said sheets is provided with calendar information particularly adapted to enable the user to rapidly, easily, efficiently and effortlessly determine pertinent calendar information and comprising, in combination, a calendar presenting the full year in a concise format, an enlarged calendar for the current month prominently positioned on the sheet with the current day of the month being prominently distinguished thereon, enlarged monthly calendars for the preceding and succeeding months flanking the current month's calendar and the current day and date prominently displayed in both the written and abbreviated numerical forms.

11. Pad defined in claim 10 further comprising means identifying holidays on said monthly calendars and means defining holidays on the respective current date sheet positioned to be exposed through the cutout of the preceding sheet to provide advance warning thereof.

25

30

35

40

45

50

55

60

65

70

75