

V. H. MULTER.
COLLECTION DOCKET.
APPLICATION FILED OCT. 15, 1908.

946,860.
Fig. 1.

Patented Jan. 18, 1910.

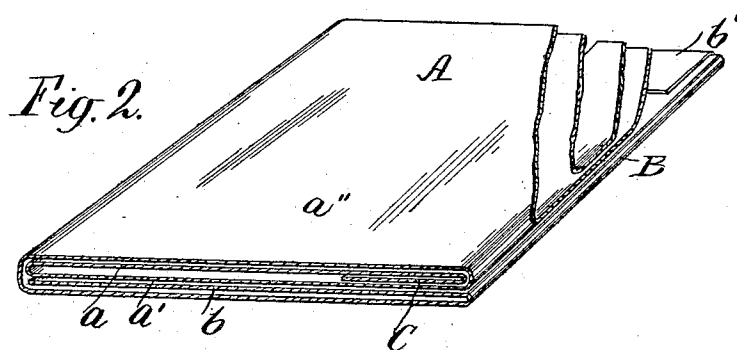
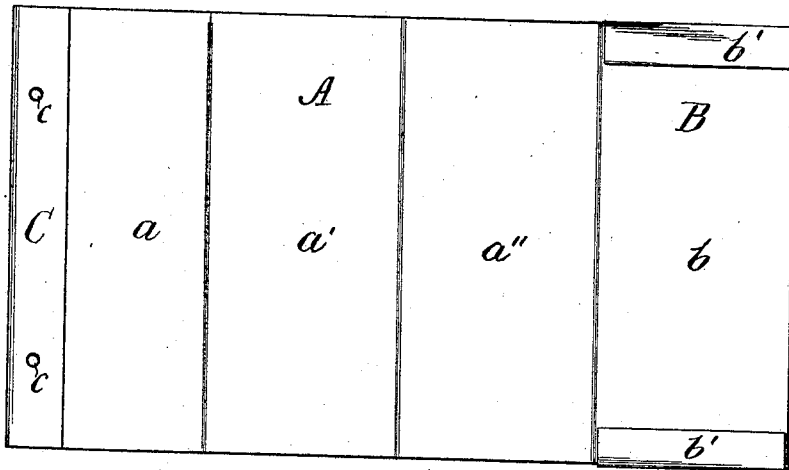


Fig. 3.

No. of Claim.		MEMORANDUM OF SETTLEMENT.	
File No.	~	With Claimant.	
Our No.		Amount	190
Correspondents No.		Disbursements	\$
Amount of Claim	\$	Total	\$
Interest to			
Total Amount.			
Received from		MEMORANDUM OF SETTLEMENT	
Date	Date	With Correspondent	
190	190	Amount of Claim Forwarded	\$
190	190	Interest Collected	\$
190	190	Disbursements	\$
190	190	Total charges	\$
190	190	Remarks	
Remittances			
Date			
190			
190			
190			

WITNESSES:
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VERE H. MULTER, OF BINGHAMTON, NEW YORK.

COLLECTION-DOCKET.

946,860.

Specification of Letters Patent.

Patented Jan. 18, 1910.

Application filed October 15, 1908. Serial No. 457,804.

To all whom it may concern:

Be it known that I, VERE H. MULTER, a citizen of the United States, residing at Binghamton, in the county of Broome and State of New York, have invented certain new and useful Improvements in Collection-Dockets, of which the following is a specification.

This invention is directed to the provision of an improved filing device for documents, of such form that the documents may be securely held thereby in a manner rendering them readily accessible and that a record may be conveniently kept of data referring to the documents.

More particularly, the object of the invention is to provide an improved form of docket for use in lawyers' offices for filing papers, cards and other matter relating to collection claims.

In accordance with the invention, the docket is formed from a blank of heavy paper cut to the shape necessary to provide the parts required for the completed docket. At one end, the parts of the blank are folded and pasted to form a pocket or envelop. A body-portion extends from this pocket in the nature of a flap for the envelop. This body-portion is of considerable size; in every case, it is of slightly greater size than an ordinary letter-sheet and may be even larger. At the edge of this body-portion opposite that at which the pocket is provided, a strip of paper at the edge of the blank is turned over to form a fold and alining openings are provided through the fold and the body-portion. With the docket thus constructed, all letters received relating to a claim, together with copies of the answers thereto, may be secured to the docket by placing the upper edges of the sheets under the fold and passing paper-fasteners through the openings above mentioned and similar openings provided in the sheets. These sheets, when thus secured to the docket, lie flat upon the body-portion of the docket when the latter is not folded so that the letters are readily accessible by turning them over one after another, their upper edges being held by the fasteners. All papers, cards and other articles which cannot be secured under the fold may be placed within the pocket or envelop. When the docket and the papers held thereby are not in use, the body-portion, together with the papers secured thereto, may be folded two or more times to substantially the size of the

pocket so that the complete docket may be conveniently filed away. The face of the docket which is outermost when the docket is folded thus, and if desired, one or more other faces, may be printed to provide thereon spaces appropriately designated to receive data referring to the claim, as for instance the names of the interested parties, the dates when various steps were taken, and memoranda of receipts, remittances and settlements. In this way, a complete record of the claim may be kept upon the docket itself and within the docket all the papers and other matter relating to the claim are securely held in such manner that they are readily accessible.

The preferred embodiment of the invention is illustrated in the accompanying drawings, in which—

Figure 1 is a front view of the docket opened out its full length; Fig. 2 is a sectional perspective view of the docket in its folded condition, broken away in part; and Fig. 3 is a view of the back of the docket partially folded.

Referring to these drawings, the docket consists of a body-portion A which may be creased to form three parts, *a*, *a'* and *a''*, adapted to fold one on another. At one of the edges of this body portion is a pocket B. The blank of heavy paper from which the docket is formed is cut to a shape which will provide the parts for this pocket at the edge of the body-portion A, and the pocket is formed by bending over the part *b* upon the part underlying it and then bending over the flaps *b'* and pasting them to the part *b* to hold the latter in position and close the edges of the pocket. The body-portion A is of substantial size; it is at least of greater size than an ordinary letter-sheet. At its edge opposite that at which the pocket is formed, a strip of paper at the edge of the blank is turned over upon the body-portion to form a fold C and openings *c* are provided in this fold and, under them, in the portion A.

The back of the body-portion A, preferably the parts *a'* and *a''* thereof, is suitably printed, as indicated in Fig. 3, to provide spaces appropriately designated for names, numbers, dates, amounts, interest rates, amounts received, remittances, and memoranda of settlement relating to a claim.

With the docket constructed as above described and opened out as shown in Fig. 1,

letters received, copies of answers thereto and other papers referring to a claim may be secured to the docket by passing the upper edges thereof under the fold C and passing fasteners through these edges and the openings *c*. When thus secured the papers may be laid out flat upon the body-portion A because of the size of the latter, and will there be in position for convenient use. Cards and other articles which cannot be readily secured to the fold C may be placed in the pocket B. As each step is taken with reference to the claim, a record thereof is made upon the outside of the docket in the space designated to receive that record. The matter printed on the outside of the docket may be so complete as to provide spaces for records of practically all the steps which are taken in the prosecution of a claim. When the docket is not in use, the three parts *a*, *a'* and *a''* with the papers overlying them and secured to the fold C may be folded one on another and the whole folded over upon the pocket B in the manner indicated in Fig. 2, so that the docket can be filed away conveniently and will take up but little space. When thus folded the printed and written

matter on the part *a''* is outermost so that it may be conveniently read.

Having now described my invention, what I claim as new therein and desire to secure by Letters Patent is as follows:—

A docket formed from a blank of heavy paper and having a body-portion of a size greater than a letter-sheet, a fold integral with the body-portion at one edge thereof folded over upon one side of the body-portion, and a pocket at the opposite edge of the body-portion formed by flaps integral with the body-portion of the docket, folded over upon the same side thereof as said flap and having their edges united, said body-portion, together with papers secured thereon with their edges under said fold, being adapted to be folded upon itself to substantially the size of said pocket and to be folded upon the pocket, substantially as set forth.

This specification signed and witnessed this 18th day of August, 1908.

VERE H. MULTER.

Witnesses:

HENRIETTA G. PALMER,
F. G. KELLEY.