

P. KLEIN.
HOTEL RECORD CARD SYSTEM.
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1,040,550.

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Fig. 1.

No. M	307	A
Name	1	
Residence	2	
Room	3	
Forward mail etc. to	4	
Until and including	5	

Fig. 2.

1b	2b	3b	4b	5b
Date	Letters	Postals	Telegrams	PackageS

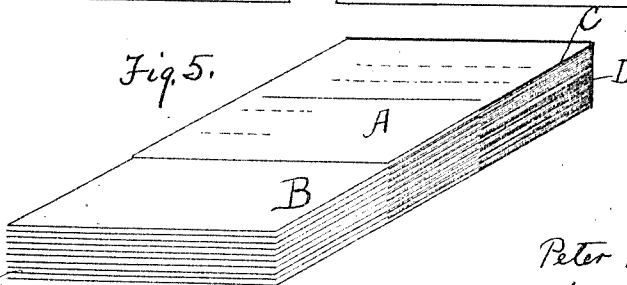
Fig. 3.

No. M	307	B
Name	1a	
Residence	2a	
Room	3a	Rate 6a per day
Arrived	7a	for B L D R
Departed	8a	after B L D R
Roomed by	9a	Dr Cr
		12a 13a
Settled by	14a	

Fig. 4.

Time Arrived	1c	B	L	D	Extra Meats
Time Departure	2c				

Fig. 5.



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HOTEL-RECORD-CARD SYSTEM.

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To all whom it may concern:

Be it known that I, PETER KLEIN, a citizen of the United States, residing at Erie, in the county of Erie and State of Pennsylvania, have invented new and useful Improvements in Hotel-Record-Card Systems, of which the following is a specification.

This invention relates to hotel record card systems, and consists in certain improvements in the construction thereof as will be hereinafter fully described and pointed out in the claims.

The object of the invention is to provide a card system for hotels which will do away with the duplication of the accounts and records, and very much simplify the methods now in vogue for keeping accounts and records in hotels.

In the accompanying drawings, Figure 1 shows a face view of the record slip. Fig. 2 a reverse view of the same slip. Fig. 3 a front view of the record card. Fig. 4 a reverse view of the record card, and Fig. 5 a perspective view of a pad of such slips and cards as they are ordinarily arranged.

In carrying out the system the slips A are used in connection with the cards B, and these are preferably arranged in pads as shown in Fig. 5, with the interposed carbon slip C between the slips A and cards B, the slips forming the pad being secured in any desired manner as by a backing of gum D as shown in Fig. 5, the only requirement being that the pairs of cards be kept in proper register.

Both the slip and card have a corresponding number, each pair of slips and cards having a different number from the other cards so as to index them. Arranged on the slip is a designated space 1 for a name or guest signature; a designated space 2 for the residence of the guest; a designated space for the room number allotted to the guest; also preferably a designated space for directions for forwarding mail; and a designated space for indicating the limit of time for forwarding. On the reverse side of the slip are ruled spaces 1^a, 2^a, 3^a, 4^a and 5^a for indicating the date letters, postals, telegrams and packages, respectively were forwarded.

The record card has a designated space 1^a for the name; a designated space 2^a for the residence, and a designated space 3^a for the room number. These spaces correspond to the spaces on the slip A, so that in writing the name, residence and room number on

the slip A they are carboned by the carbon C on the record card B. This card also has a designated space 6^a for giving the rate; designated spaces 7^a and 8^a indicating the time of arrival and departure; check spaces 10^a for indicating the first meal; a check space 11^a for indicating a room; a designated space 9^a for indicating the clerk allotting the room; a designated space 14^a for indicating the clerk settling the account; and designated spaces 12^a and 13^a for carrying out debits and credits. On the reverse side of the card B, is a space 1^a for the usual time stamp, such place being designated as giving the time of arrival, and a space 2^a for a similar use with relation to the time of departure. It also has the designated check spaces 3^a in which a detailed account of the meals served may be kept together with the designated check spaces 4^a for keeping an account of extra meals.

The slip is smaller than the card to adapt it for use as a rack slip and afterward as an index slip, while the card is large enough to serve as a ledger.

In using this system the cards as before stated are arranged with alternate slips A and cards B, and with the interposed carbons C. The guest signs the slip A on the designated space 1, residence on 2, and the room allotted is filled in on the space 3. This is carboned on the card B. The slip A is then used for the rack and serves as a register. The slip A also serves on the departure of the guest as a mail forwarding book. This slip A is also utilized as a guest record book or an index book to the ledger, the slips being filed away in alphabetical order. The card B serves as a ledger, and is filed away in the order of the numbers, so that it can be instantly located from the index afforded by the slips A. It will be noted that by this system, the mere registering by the guest is the only signature of the guest required, and that a record is kept with the two cards as complete or more complete than has been heretofore common with the four ordinary books used in hotels. The reverse side of the card B affords a detailed account for the hotel for the meals actually served. The face of the card B gives a full statement of the guest's account with the least possible labor.

What I claim as new is:

1. In a hotel record consisting of a printed rack slip with a designated space for a name

and information for use temporarily as a rack slip and later as a permanent index to the ledger, the said slip having a number identifying the rack slip with a second card used temporarily as a day card and later as a page of a ledger, the said number serving to indicate the ledger page when said card is used as an index to the ledger, said second card being larger than the first card and detachably secured thereto and having a number identical with the number on the rack slip identifying said second card with the rack slip while used temporarily as the daily record of the guest and finally as the page of the ledger, said second card having an appropriately designated space registering with the name space on the rack slip when the slip and card are superimposed for the name and residence and having rulings and designations to serve as a page of a ledger, the slip and card being superimposed one upon the other and adapted to receive a carbon sheet therebetween to transfer the impression made upon the uppermost one to the other.

2. In a hotel record consisting of a printed rack slip with a designated space for a name and information for use temporarily as a rack slip and mail forwarding directions and later as a permanent index to the ledger, the said slip having a number identifying the rack slip with a second card used temporarily as a day card and later as a page of a ledger, the said number serving to indicate the ledger page when said card is used as an index to the ledger, said second card being larger than the first card and detachably secured thereto and having a number identical with the number on the rack slip identifying said second card with the rack slip while used temporarily as the daily record of the guest and finally as the page of the ledger, said second card having an appropriately designated space registering with the name space on the rack slip when

the slip and card are superimposed for the name and residence and having rulings and designations to serve as a page of a ledger, the slip and card being superimposed one upon the other and adapted to receive a carbon sheet therebetween to transfer the impression made upon the uppermost one to the other.

3. In a hotel record consisting of a printed rack slip with a designated space for a name and information for use temporarily as a rack slip and later as a permanent index to the ledger, the said slip having a number identifying the rack slip with a second card used temporarily as a day card and later as a page of a ledger, the said number serving to indicate the ledger page when said card is used as an index to the ledger, said second card being larger than the first card and detachably secured thereto and having a number identical with the number on the rack slip identifying said second card with the rack slip while used temporarily as the daily record of the guest and finally as the page of the ledger, said second card having an appropriately designated space registering with the name space on the rack slip when the slip and card are superimposed for the name and residence and having rulings and designations to serve as a page of a ledger, the slip and card being superimposed one upon the other and adapted to receive a carbon sheet therebetween to transfer the impression made upon the uppermost one to the other, the back of said second card being provided with rulings and designations forming a detailed record of services corresponding to a day book.

In testimony whereof I have hereunto set my hand in the presence of two subscribing witnesses.

PETER KLEIN.

Witnesses:

C. B. HAYES,
M. M. DUNBAR.