

(19)



Europäisches Patentamt
European Patent Office
Office européen des brevets

(11) Publication number:

0 087 976
A1

(12)

EUROPEAN PATENT APPLICATION

(21) Application number: 83301093.7

(51) Int. Cl.³: B 42 D 1/00

(22) Date of filing: 01.03.83

(30) Priority: 02.03.82 DK 898/82

(43) Date of publication of application:
07.09.83 Bulletin 83/36(84) Designated Contracting States:
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(54) Folders for documents.

(57) A method of forming a folder of documents and a folder for putting the method into effect. The folder has folds or creases (2, 3) defining a spine (3) between a front and a back cover of the folder, and side folds (4, 5) spaced from the spine folds. An adhesive strip covered with a protective film is applied to the interior of the folder along the spine in a region delimited by the side folds (4, 5). In use the protective film is removed, a sheaf of documents (7), preferably stapled together is permanently secured in the folder so that documents cannot be removed without detection.

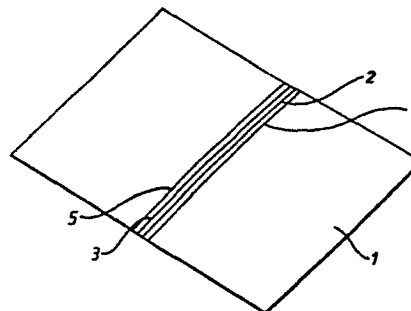


Fig.1.

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FOLDERS FOR DOCUMENTS

The present invention relates to a method of forming a folder of documents and to a folder for documents such as reports or statements of account. Folders are known which have two parallel fold lines or creases that are
5 spaced apart by a distance equal to the thickness of the completed folder, to define a spine. The sheets are inserted in the folder and are secured by staples.

Such known folders can be disassembled, documents removed and the folder assembled once again in such a
10 way that the interference with the folder cannot be detected. This is a disadvantage.

There are also folders incorporating flexible, pre-bent metallic strips to be passed through holes in the
15 sheets and bent back the top side of the sheaf. Documents can also be removed from such folders without detection.

It is further known to assemble documents in a sheaf by dipping the spine edge of the documents in adhesive. The glued sheaf is then inserted in the
20 folder and secured there by staples.

Although this prevents the undetected removal of documents, the procedure is difficult and time-consuming.

One object of the invention is to avoid the above-mentioned disadvantages.

According to one aspect of the present invention, I propose a method of forming a folder of documents comprising securing the documents together along the spine edge thereof, inserting the sheaf of documents in
5 a cover of flexible material having adhesive applied thereto in the region of the spine, whereby at least the top and bottom document in the sheaf are attached to the cover.

The invention also includes a folder for putting the
10 above method into effect and accordingly, I further propose a folder for documents comprising a sheet of flexible material in which spaced folds or creases define a spine between a front and back cover of the folder, and having a further side fold in at least the
15 front cover of the folder to the interior of which adhesive covered by a removable protective film is applied in the region of the spine.

Folders for documents according to this invention can be packed and transported in cartons, and stored
20 for as long as necessary before use.

Furthermore, folders of documents can be assembled by the user without special technical knowledge.

The side folds serve to define the region along the spine in which glue is to be applied during manufacture

of the folder. Also the glue is not overloaded in the completed folder and further, the sheets can be bent about a sharp pre-bent edge.

When there are two side folds either of the covers
5 can be designated the front cover when being printed.

In a preferred embodiment adhesive is applied in the form of a double-sided adhesive strip, one side of which adheres to the interior of the folder and the other side of which is covered by a protective film or foil for
10 removal when required for use. The adhesive strip may be inserted before printing of the cover which may be an advantage during the process of manufacture.

An embodiment of the invention will now be described by way of example with reference to the accompanying
15 drawings in which:

Figure 1 is a schematical perspective view of an open cover for a folder, in accordance with the invention;

Figure 2 shows the cover of Figure 1, but with inserted
20 two-sided glue strip;

Figure 3 is a perspective drawing of a nearly completed folder in accordance with the invention.

The cover shown in Figure 1 has two spine folds or creases 2,3 and two side folds or creases 4,5.

The spine folds and side folds are arranged symmetrically about the centre line of the cover.

The cover may be made of cardboard, plastic or other suitable material.

5 Text can be transferred to the cover by printing.

As shown in Figure 2 adhesive is applied between the two side folds 4,5 in the form of a double-sided strip 6 one side of which adheres to the cover and the other side which is covered by a protective film or foil.

10 The glue strip has the same width as the interval between the side edges.

As shown in Figure 3 the folder is assembled by attaching the documents 7 together adjacent to the spine edge thereof, using staples 8. The documents may,
15 however, be attached together in any convenient manner.

Then the protective film is removed from the adhesive strip 6 and the sheaf 7 is inserted in the folder so that the rear edge is in line with the spine fold 2.

The underside is then secured by pressing the sheaf of
20 documents onto the adhesive strip. Then the cover is folded about the spine fold 2 and the sheaf is glued on along the spine. The cover is eventually folded about the spine fold 3 and the top side in the report

is glued onto the front cover. When the report is to be read, it is opened. The front cover is folded along the side fold 5 which forms a rigid edge by folding all sheets in the report.

CLAIMS:

1. A method of forming a folder of documents comprising securing the documents together along the spine edge thereof, inserting the sheaf of documents in a cover of flexible material having adhesive applied thereto
5 in the region of the spine, whereby at least the top and bottom document in the sheaf are attached to the cover.
2. A folder for putting into effect the method according to claim 1, comprising a sheet of thin, flexible material having two spine folds or creases at least one side
10 fold or crease in the front cover of the folder and preferably with a further side fold or crease in the back cover of the folder, the side fold being parallel with and at the same interval from the spine folds and adhesive applied to the folder in a region along the
15 spine delimited by the side folds, wherein the adhesive being covered by a protective film, for removal when the cover is to be used.
3. A folder for documents comprising a sheet of flexible material in which spaced folds or creases define a spine
20 between a front and back cover of the folder, and having a further side fold in at least the front cover of the folder to the interior of which adhesive covered by a removable protective film is applied in the region of

the spine.

4. A folder according to claim 3 wherein each of the front and the back covers includes a side fold.

5. A folder according to any one of claims 2 to 4
5 wherein adhesive is applied to the interior of the folder between the spine folds and extends beyond the spine fold by a distance not greater than the distance between the spine fold and an adjacent side fold.

6. A folder according to any one of claims 2 to 5 wherein
10 a single adhesive strip is applied to the interior of the folder along the length of the spine.

7. A folder according to claim 6 wherein the adhesive strip is a double-sided adhesive strip one side of which adheres to the interior of the folder, and the other
15 side being covered by the protective film.

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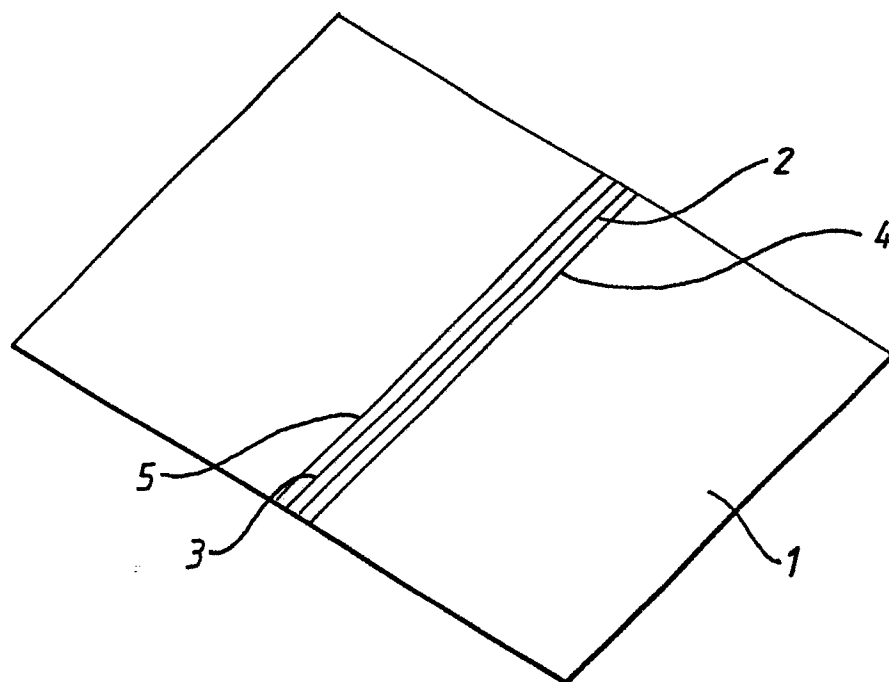


Fig.1.

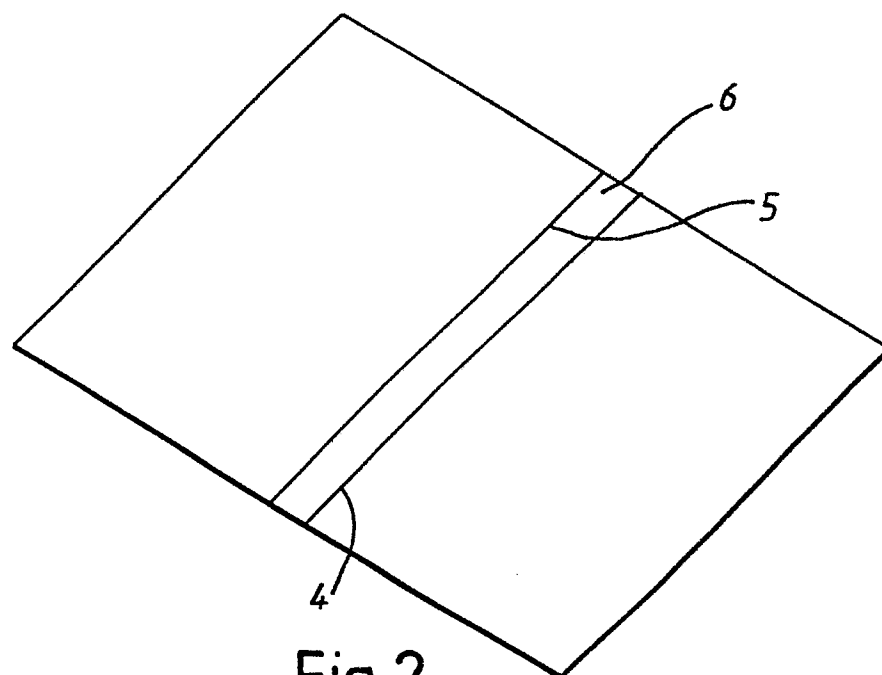


Fig.2.

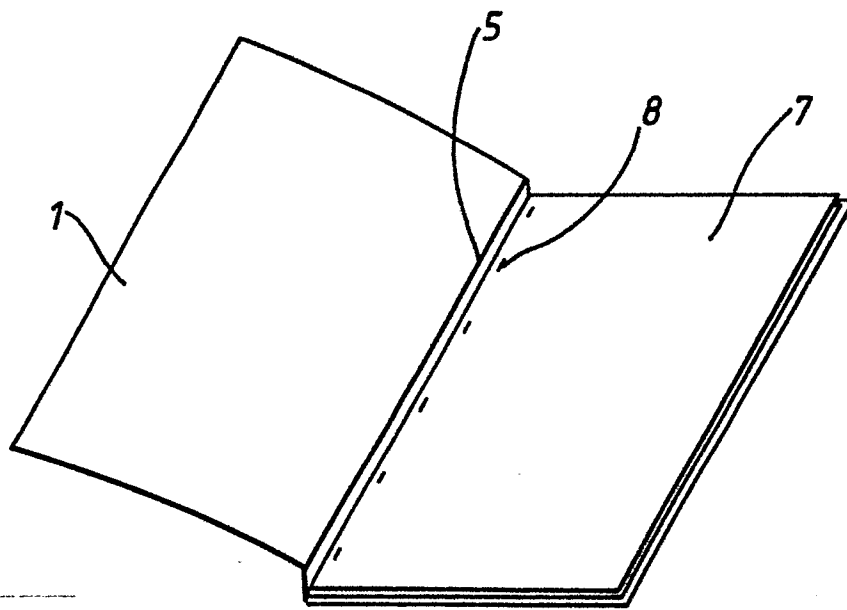


Fig.3.



DOCUMENTS CONSIDERED TO BE RELEVANT			
Category	Citation of document with indication, where appropriate, of relevant passages	Relevant to claim	CLASSIFICATION OF THE APPLICATION (Int. Cl. 3)
X	FR-A-1 382 574 (ACKER) * Whole document *	1, 5, 6, 7	B 42 D 1/00
Y		2, 3	
X	FR-A-2 138 389 (GERGONNE) * Page 2, line 28 - page 4, line 1; figures 1-4 *	1, 5, 6	
Y		2, 3	
Y	US-A-3 957 287 (MAPLE PRESS) * Column 7, lines 10-34; figure 2 *	2, 3, 4	
A	CA-A- 991 219 (SMITH)		TECHNICAL FIELDS SEARCHED (Int. Cl. 3)
A	GB-A- 938 048 (BIEL)		B 42 D
A	GB-A-2 097 723 (GWILLIM)		
The present search report has been drawn up for all claims			
Place of search THE HAGUE		Date of completion of the search 10-05-1983	Examiner LONCKE J.W.
CATEGORY OF CITED DOCUMENTS			
X : particularly relevant if taken alone Y : particularly relevant if combined with another document of the same category A : technological background O : non-written disclosure P : intermediate document		T : theory or principle underlying the invention E : earlier patent document, but published on, or after the filing date D : document cited in the application L : document cited for other reasons & : member of the same patent family, corresponding document	