C. B. STILLWELL.

FILING SYSTEM.

APPLICATION FILED MAR. 26, 1912.

1,066,543.

Patented July 8, 1913.

2 SHEETS—SHEET 1.

Fig. 1.

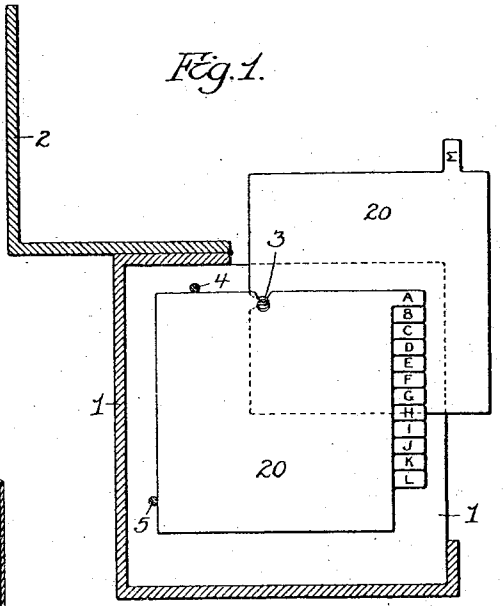


Fig. 16.

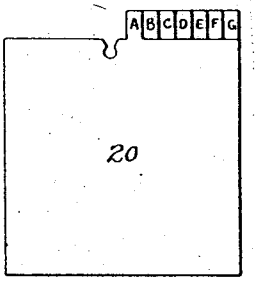


Fig. 2.

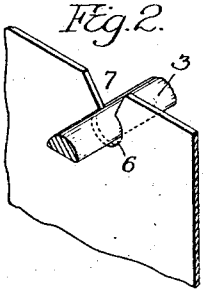


Fig. 6.

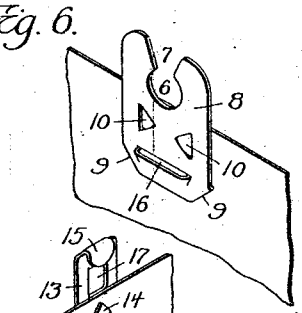


Fig. 3.

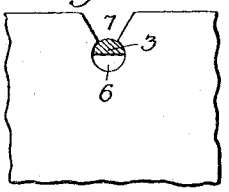
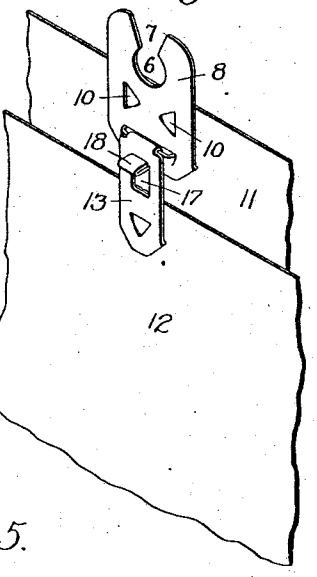


Fig. 8.



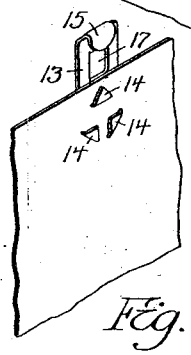


Fig. 4.

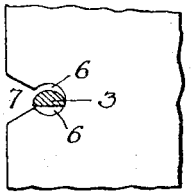


Fig. 7.

Fig. 5.

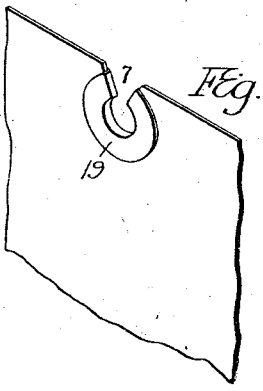
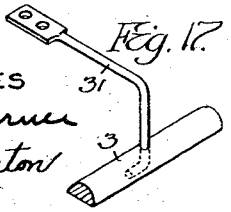


Fig. 17.



WITNESSES

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2 SHEETS—SHEET 2.

Fig. 10.

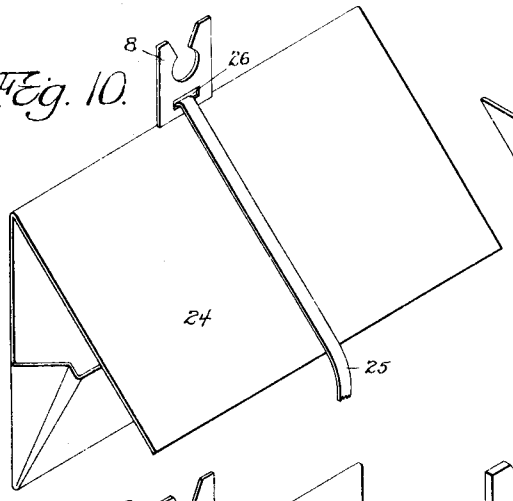


Fig. 9.

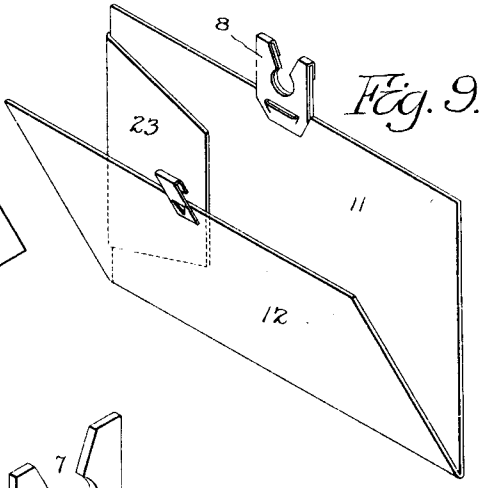


Fig. 11.

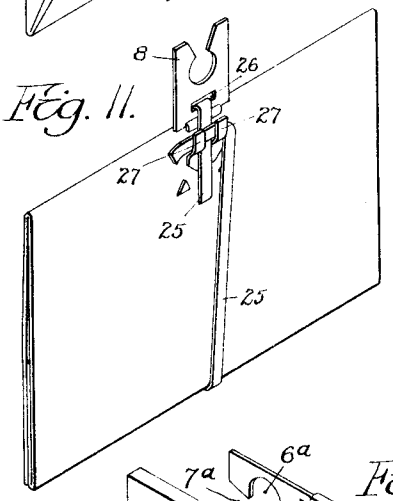


Fig. 12.

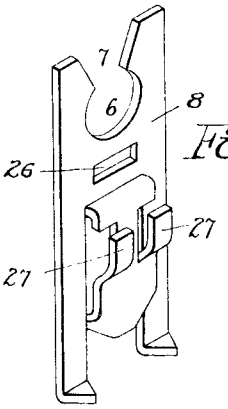


Fig. 14.

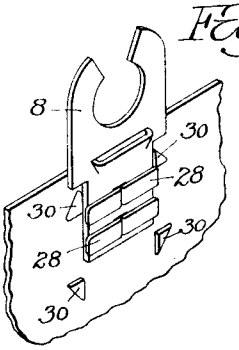


Fig. 13.

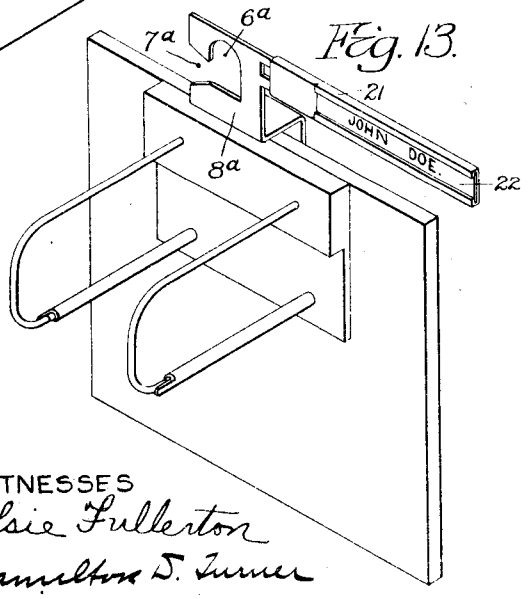
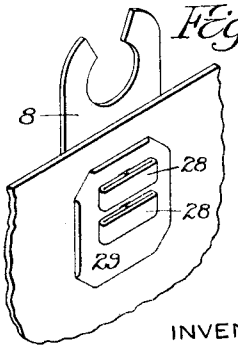


Fig. 15.



WITNESSES

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FILING SYSTEM.

1,066,543. Specification of Letters Patent. Patented July 8, 1913.

Application filed March 26, 1912. Serial No. 686,421.

To all whom it may concern:

Be it known that I, CLAUDE B. STILLWELL, a citizen of the United States, residing in Savannah, Georgia, have invented certain Improvements in Filing Systems, of which the following is a specification.

The object of my invention is to provide means of indexing, filing and distributing papers, cards, catalogues, pamphlets, folders, and the like (hereinafter for convenience generally referred to as a "card") quickly, systematically and in such manner as to permit instantaneous access to them when reference thereto is required. This object I attain in the manner hereinafter set forth, reference being had to the accompanying drawings, in which—

Figure 1 is a sectional view of a filing case or cabinet constructed in accordance with my invention; Fig. 2 is a perspective view and Fig. 3 an elevation, showing how a card is mounted in the case; Fig. 4 is a view similar to Fig. 3 but showing how the card is inserted into or removed from the case; Fig. 5 is a perspective view illustrating one means for reinforcing or strengthening the suspension portion of the card; Fig. 6 is a perspective view illustrating a hanger for attachment to a card or other object for the purpose of suspending the same; Fig. 7 is a perspective view illustrating a clip for use in connection with said hanger; Fig. 8 is a perspective view illustrating said hanger and clip in engagement with each other; Fig. 9 is a perspective view of a special form of folder constituting part of my invention; Fig. 10 is a perspective view of the pocketed receptacle embodying my invention, the receptacle being shown in the open condition; Fig. 11 is a perspective view of the same as it appears when closed and fastened, this view showing the side opposite to that shown in Fig. 10; Fig. 12 is an enlarged perspective view of the hanger employed in connection with said pocketed receptacle; Fig. 13 is a perspective view illustrating means whereby an ordinary form of paper file is adapted for suspension in a case or cabinet in accordance with my invention; Fig. 14 is a perspective view illustrating a special form of detachable hanger in accordance with my invention; Fig. 15 is a perspective view illustrating the rear side of the same; Fig. 16 is a view illustrating a different arrangement of index tabs for the cards from that represented in Fig. 1, and Fig. 17 is a perspective view illustrating a brace for preventing the suspension rod from sagging when it is exceptionally long or has an exceptionally heavy load.

In the drawing, 1 represents a case, cabinet, drawer, or other suitable receptacle (hereinafter, for convenience, referred to as a case) constructed of wood, metal, or other desirable material and having some form of folding or removable lid 2, so as to permit ready access to the interior of the case. Near the upper portion of this case is a longitudinal rod 3 suitably secured to the ends of the case so as to prevent it from turning, this rod being of semicircular or other oblong cross section so as to present a longer and shorter axis, the case also having two other longitudinal rods 4 and 5 for a purpose described hereafter, or instead of using both of these rods either may be used to the exclusion of the other.

When the card or other object to be placed in the case is of sufficient thickness or strength it may be suspended directly from the rod 3 by forming in it an opening 6 of a diameter equal to or slightly exceeding the longer axis of the rod 3, this opening communicating at the top with a slot 7 which, where it communicates with the opening, is of a width equal to or slightly greater than the shorter axis of the rod 3 so that the card or other object can be readily introduced into the case by holding it in the position shown in Fig. 4 and applying it to the rod 3 which can thus pass through the slot 7 and into the opening 6, the card being then permitted to drop into the position shown in Fig. 3, so that the longer axis of the rod is presented to close the inner end of the slot 7, the portions of the card on either side of said slot forming shoulders for resting upon the rod and supporting the card thereon.

The card or other object is retained in its proper relation to the rod 3, as shown in Fig. 3, by contact of the upper edge of the card with the rod 4 and by contact of the inner edge of the card with the rod 5, or by either of these means, if only one is used, the rod or rods having but a limited area of contact with the card and hence offering but slight resistance to the movement of the cards longitudinally along the rod 3, when it is desired to separate them one from another in order to permit access

to any particular one. A flat bar may, however, take the place of either or both of the rods 4 and 5 without materially interfering with the desired facility of separation of the cards.

In the event of the card or other object not being thick or strong enough to provide for its own support it may be provided with a hanger such for instance as shown at 8 (Fig. 6) this hanger consisting of a strip of suitable material, preferably sheet metal, having spurs or barbs formed by bending its lower corners, as shown at 9, and also, if desired, by cutting and bending other portions of the strip, as shown for instance at 10, these barbs passing through the material of the card or other object and being bent down against the opposite face of the same so as to firmly secure the hanger in position. In this case, the opening 6 and slot 7 are formed in that portion of the hanger which projects beyond the upper edge of the card, as shown in Fig. 6.

In some cases a folder may be used for containing a number of letters, cards, or other objects, and in such case one leaf 11 of the folder may carry the hanger 8 and the other leaf 12 of the folder may be provided with a clip 13 of sheet metal or other suitable material, secured to said leaf 12 by bent spurs or barbs 14 similar to those whereby the hanger 8 is secured to the leaf 11.

The material of which the clip 13 is composed is bent at the upper end so as to form a hook 15 which is adapted to enter a pocket 16 on the hanger 8, said pocket being formed by slitting the hanger near the lower end of the same and then bending out the material below the slit. By this means the upper edges of the leaves of the folder will be secured against accidental release since it is necessary to lift the clip 13 and the leaf 12 to which it is attached in order to engage the hook 15 with the pocket 16 or to release it therefrom. As a means of readily permitting such manipulation of the clip, incisions are formed in the same on three sides of an opening 17 and the material which formerly occupied said opening is bent and folded so as to form a projecting lug 18 to provide a convenient finger hold for the manipulation of the clip.

When it is not desired to use the hanger 8 and the material of the card or other object to be suspended from the rod 3 is not sufficiently strong to support it upon the rod the opening 6 and slot 7 may be reinforced in any desired way, as for instance, by applying a segment 19 of paper, cloth, sheet metal, or other suitable material, to either or both faces of the card as shown in Fig. 5.

Index cards 20, such for instance as shown in Fig. 1, may, if desired, be used to separate the contents of the case 1 into groups or sections and facilitate access to any particular group or section, the index tabs being located either at the outer edges of the cards as shown in Fig. 1, or at the top of the same as shown in Fig. 16.

In order that the cards or other objects suspended from the rod 3 may normally retain themselves in the proper position on the rod the suspension point is located closer to the rear edge of the card than to the front edge of the same, as shown in Fig. 1, so that the preponderance of weight will be in front of the suspension rod 3 and the card or other object will therefore have a normal tendency to retain itself in position in the case, with its upper and rear edges in contact respectively with the rods 4 and 5.

Instead of suspending individual cards or other objects from the rod 3 the same may be confined in clips or files of any desired construction, and these clips or files may be suspended upon the rod in the same manner as I have provided for the suspension of the individual objects. In Fig. 13 for instance I have shown an ordinary form of paper file to which I have secured a hanger 8^a having an opening 6^a for the reception of the rod 3 and a contracted entrance 7^a to said opening, the entrance being at the side instead of at the top in order that the hanger may be applied to the rod sidewise and then drop slightly so as to engage the rod and move the opening 7^a out of register therewith, thus necessitating the lifting of the file before it can be again removed from the rod. In this case it is preferable to provide the hanger with projecting clip 21 for the reception of the index card 22.

When a folder is used it is preferable to provide the same at the inner end with a flap 23, as shown in Fig. 9, in order to prevent the contents of the folder from dropping therefrom when said folder is up-ended in order to apply it to the rod 3. When it is desired to securely confine the contents of the folder, I prefer to construct the same in the pocketed form represented in Fig. 10 and in order to confine the flap 24 I provide a binding tape 25 which is secured at one end to one side of the folder, passes thence upwardly and through a slot 26 in the hanger, thence down on the other side of the folder, and around the bottom of the same, and thence upwardly, the free end of the tape being confined by clips 27 on the hanger, as shown in Fig. 11.

In many instances it may be desirable to remove a card, folder or other receptacle from the case and carry it from place to place, in which case the presence of the hanger might prove to be objectionable and in order to meet such a condition, I provide the detachable hanger shown in Figs. 14 and 15, the member which engages the rod 3 being secured to the card or other object by means

of paper fasteners 28 or other equivalent and readily applicable and removable clips or fasteners. In this case it may be advisable to reinforce that portion of the card or other object which carries the clips 28 as by means of a plate 29 of sheet metal or other available material secured to the card or other object by spurs or barbs 30 passing through the card and bent down on the opposite side of the same.

When the suspension rod 3 is of exceptional length or is likely to carry an exceptionally heavy load, it is advisable to provide support therefor at one or more points between its ends, as for instance by means of a bracket 31 (Fig. 17) which is secured to any convenient portion of the casing 1, and has a depending portion engaging the rod 3 so as not to interfere with the free movement of the cards along said rod.

I claim:

1. The combination, in a filing system, of a suspension rod having a longer and shorter transverse axis, with a card to be suspended from the rod, said card having a member with opening of a size corresponding to the longer transverse axis of the suspension rod, and a slot extending from the opening to the edge of the member and of a width corresponding to the shorter axis of the rod, whereby when the car is held in one position it can be applied to or removed from the rod but when permitted to assume its normal position will be confined to the latter.

2. The combination, in a filing system, of a suspension rod having a longer and shorter transverse axis, with a card having a member with slotted opening whereby it can be applied to said rod and suspended thereon, and a rod or bar disposed to contact with the card when it has assumed its proper position of suspension on the rod, and to retain it in such position.

3. The combination, in a filing system, of a suspension rod having a longer and shorter transverse axis, and a card having a slotted opening whereby it can be applied to and suspended upon said rod, said opening being so disposed that the portion of the card on one side of the same preponderates over that on the other side.

4. The combination, in a filing system, of a suspension rod having a longer and shorter transverse axis, with a card to be suspended therefrom, said card having secured thereto a hanger with opening therein of a size corresponding with the longer transverse axis of the suspension rod, and a slot communicating with said opening and of a width corresponding to the shorter transverse axis of the rod.

5. The combination, in a filing system, of a suspension rod with a folder having one of its leaves provided with a suspension hanger for application to said rod and its other leaf provided with a clip for engaging said hanger and holding the leaves together.

6. The combination, in a filing system, of a suspension rod with a folder having one of its leaves provided with a suspension hanger for application to said rod and its other leaf provided with a clip for engaging said hanger and holding the leaves together, the hanger having a pocket therein and the clip having a hook for entering said pocket.

7. The combination, in a filing system, of a suspension rod with a folder having one of its leaves provided with a suspension hanger for application to said rod and its other leaf provided with a clip for engaging said hanger and holding the leaves together, said clip having a projecting finger piece whereby it may be manipulated.

8. The combination, in a filing system, of a suspension rod having a longer and shorter transverse axis, and a folder having a member with slotted opening therein whereby it must be held in one position for application to the suspension rod and occupies another position when suspended thereon, said folder having a flap for closing that end of the same which is lowermost when the folder is held in position for application to the rod.

In testimony whereof, I have signed my name to this specification, in the presence of two subscribing witnesses.

CLAUDE B. STILLWELL.

Witnesses:
WM. L. GIGUILLIOT,
ARTHUR L. PURVISS.