Jan. 7, 1930. C. A. JETTINGER 1,742,993

FOLDER FOR ACCOUNTING SYSTEMS

Filed July 5, 1928 2 Sheets-Sheet 1

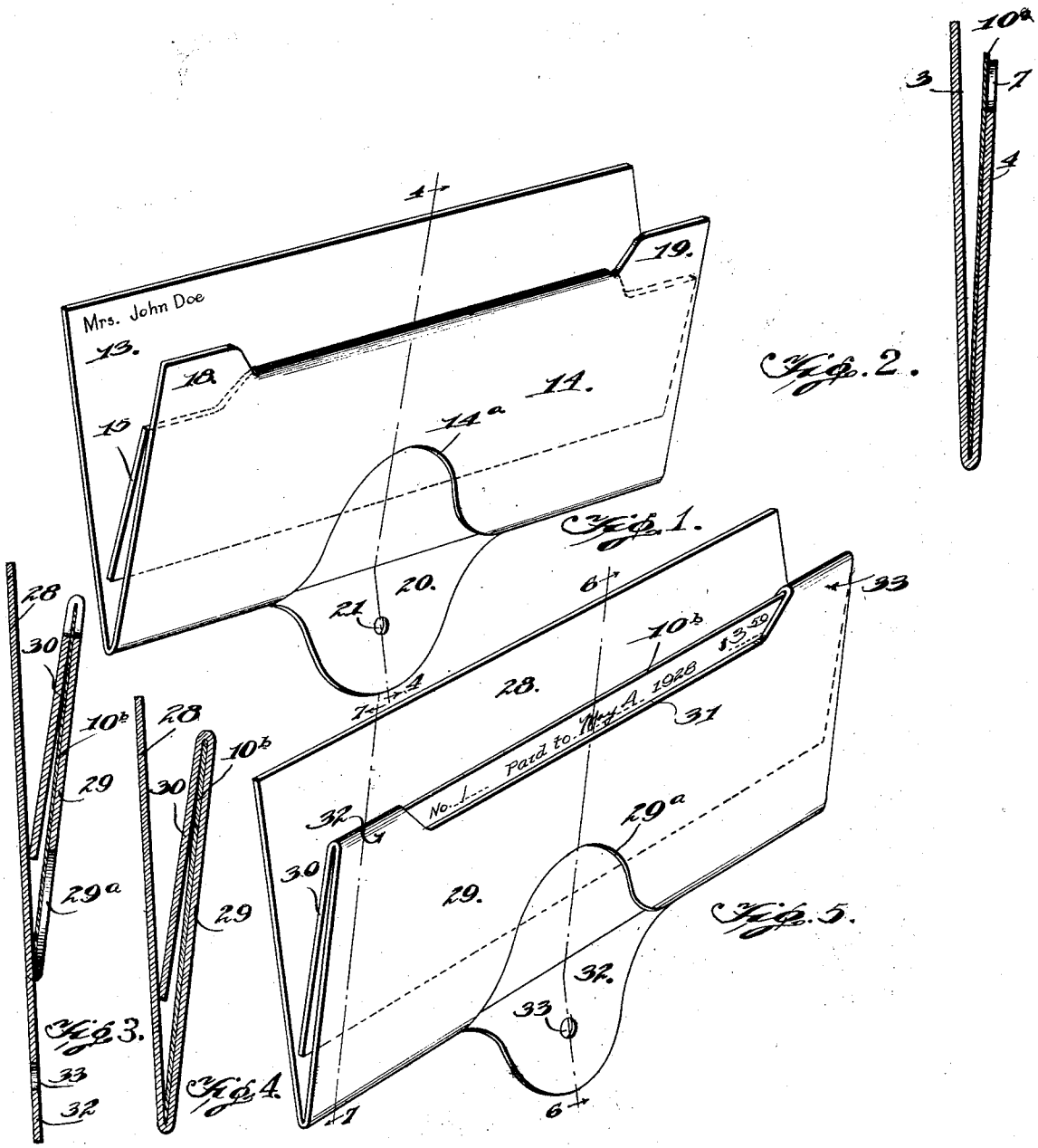


Fig. 1.

Fig. 2.

Fig. 3.

Fig. 4.

Fig. 5.

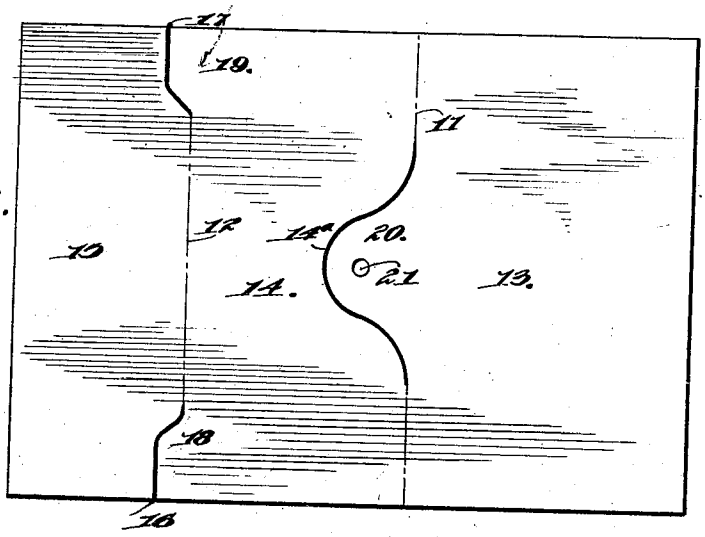
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Fig. 6.



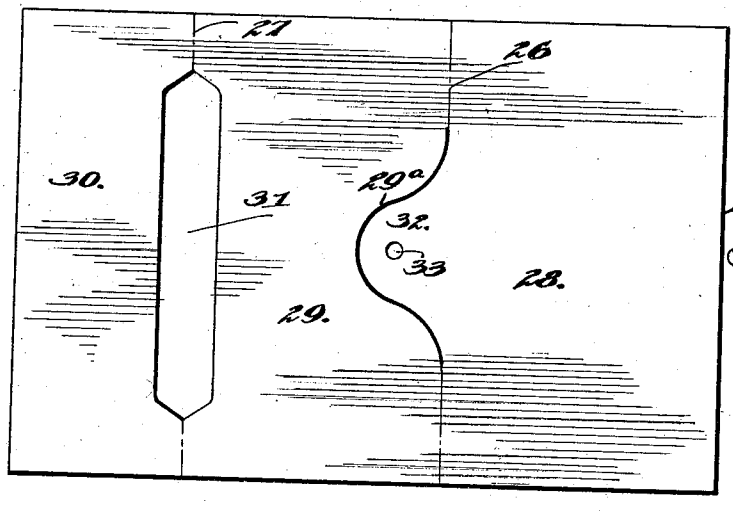


Fig. 7.

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UNITED STATES PATENT OFFICE

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FOLDER FOR ACCOUNTING SYSTEMS

Application filed July 5, 1928. Serial No. 290,610.

This invention relates to account-keeping devices and particularly to those of newspaper and periodical subscribers and others in which installment payments are made.

A primary object of the invention is to provide a device of this character so constructed that it will plainly show the indicia or data relative to a customer, and by means of which this information is rendered rapidly available and yet which effectively protects the receipts.

Another object is to so construct a device of this character that it will retain the receipts kept therein flat and prevent the corners thereof from being crumpled and the receipts from working up in the folder.

Another object is to construct a folder of this character so that receipts given for payments an account may be filed in the folder and then act as entries of payments on the account.

Still another object is to provide a device of this character which saves time, in which accounts are always posted up-to-date, which prevents errors of posting to the wrong account, and renders it possible to make reports to main offices, etc., which will show the actual entries made in the books of account without extra labor, and which provides instructions for the correction of mailing lists and similar purposes without additional writing.

Another object is to provide a folder of this character in which convenient means are furnished for filing information relative to customers with the account itself and which may be used as a morgue by weekly and semi-weekly newspapers. This device also renders the labor of a periodical transfer of the accounts to new sheets or cards unnecessary.

In carrying out these objects, the invention is susceptible of a wide range of modification without departing from the spirit or sacrificing any of the advantages of the claimed invention there being shown in the drawings for illustrative purposes a preferred and practical form in which:

Fig. 1 is a perspective view with the folder shown slightly open,

Fig. 2 is a transverse section taken on the line 2—2 of Fig. 1,

Fig. 3 is a transverse section taken on the line 3—3 of Fig. 5,

Fig. 4 is a similar view taken on the line 4—4 of Fig. 5,

Fig. 5 is another view taken from the front of another form of folder embodying this invention.

Fig. 6 is a plan view of the blank from which the form shown in Fig. 1 is constructed, and

Fig. 7 is a similar view of the blank from which the form shown in Fig. 5 is constructed.

The folder shown in Figs. 1 and 2 is constructed from the rectangular blank 10 illustrated in Fig. 8 and preferably composed of heavy cardboard or other semi-rigid material and which is folded along the lines 11 and 12 to form the flaps or leaves 13 and 14 and the flap 15 of leaf 14. The leaf 13 is made wider than leaf 14 and the flap 15 is severed from leaf 14 at the corners thereof along the lines 16 and 17 whereby the ears 18 and 19 are formed.

A tongue 20 is cut out of leaf 14 along the line 14^a and is designed to be folded downward and depend from the lower edge of leaf 13 as is shown clearly in Fig. 1. This tongue 20 is apertured as shown at 21 for the passage of a rod, not shown, such as is usually carried by a card index drawer or file, and by means of which the folders are strung along said rod and held against accidental or other removal from the drawer until the rod is withdrawn.

The flap 15 is designed to be folded down over the clipping or other matter to be carried by the folder.

The form shown in Figs. 3, 4 and 5, is constructed from the blank illustrated in Fig. 7, from a sheet of cardboard or other suitable material 25, and which is rectangular in form, similar to blank 10 and is folded along the lines 26 and 27 to form the leaves 28 and 29, the latter having a flap 30 similar to flap 15 except that instead of being connected with the body portion of the leaf which carries it and cut out at the ends, it is connected at the ends and cut out at the center, as shown at 31. This cutting out along the central portion at 31 provides the ears 32 and 33 be-

tween which in the cut-out portion are displayed the indicia on the sheet 10^b which is designed to be arranged in the folder between the inner face of leaf 29 and the flap 30. A tongue 32 is cut out of the leaf 29 along the line 29^a thereof and is folded downwardly to project below the lower edge of the folder as shown in Fig. 5, and apertured at 33 for the passage of the card index cabinet rod, not shown.

In the use of this folder, when a new account is to be placed on the books, a folder is made out to show the name of the new customer or member placed at the upper left-hand corner of leaf 13 or 28, according to the form employed, and this name acts as an index. When a payment is made at the same time when the account is opened, this usually provides all the information that is needed on the folder, except the name and part or all of the address, which saves time in writing.

The folders are indexed in the same manner as card index systems, either alphabetically or by location, or in any other way that may best suit conditions.

The receipts shown at 10^a and 10^b, may be in duplicate, triplicate, or otherwise, according to the system employed, the original being filed in the folder and operates as an entry of the payment received. These receipts must, of course, be of a size to fit the folder.

The cut-out portions located between the corner ears of the front leaves of the various forms shown in the drawings, are provided so that the upper portion of the receipt in the folder may be visible and which is designed to contain and display the date to which the customer has paid, the number of the installment, the amount still due, or any other matter desired. This construction renders it possible to obtain this information rapidly while at the same time protecting the receipts.

The flaps 15 and 30 shown in Figs. 1 and 5 may be used either to hold the entire contents of the folder in place, or for filing newspaper clippings or similar information which is written or printed on smaller slips.

In the form shown in Fig. 1 the flap 15 not only holds the newspaper clippings (not shown) filed under it firmly in place, but operates as a ratchet and tends to push down the receipts filed in the folder directly in front of the flap 15 every time the folder opens partly and closes again, as will happen during the pushing back and forth in the cabinet of the folders during the process of locating a desired folder.

While the tabs 20 and 32 shown in Figs. 1 and 5, are preferably used, obviously they may be omitted, since the folder can be used in cabinets either with or without rods.

Without further description it is thought that the features and advantages of the invention will be readily apparent to those skilled in the art, and it will of course be understood that changes in the form, proportion and minor details of construction may be resorted to, without departing from the spirit of the invention or its scope as claimed.

I claim:—

1. A folder of the class described comprising front and rear leaves, the front leaf having an inturned flap along its upper edge and cut out to provide upstanding corner ears.

2. A folder of the class described comprising front and rear leaves connected at their lower edges and one being wider than the other, the narrower leaf having an inturned flap at its upper edge cut out along the line of connection with the leaf to provide an inspection opening and protecting corner ears.

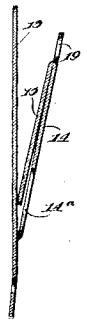
CARL A. JETTINGER.

Certificate of Correction

Patent No. 1,742,993 Granted January 7, 1930, to

CARL A. JETTINGER

It is hereby certified that error appears in the above numbered patent requiring correction as follows: In the drawings Sheet 1, figure 2 should appear as shown below instead of as shown in the drawings:



and that the said Letters Patent should be read with this correction therein that the same may conform to the record of the case in the Patent Office.

Signed and sealed this 15th day of April, A. D. 1930.

[SEAL.]

M. J. MOORE,
Acting Commissioner of Patents.