Oct. 16, 1928. 1,688,264

J. C. CARPENTER

HOLDER FOR LEDGER SHEETS

Filed Oct. 1, 1926

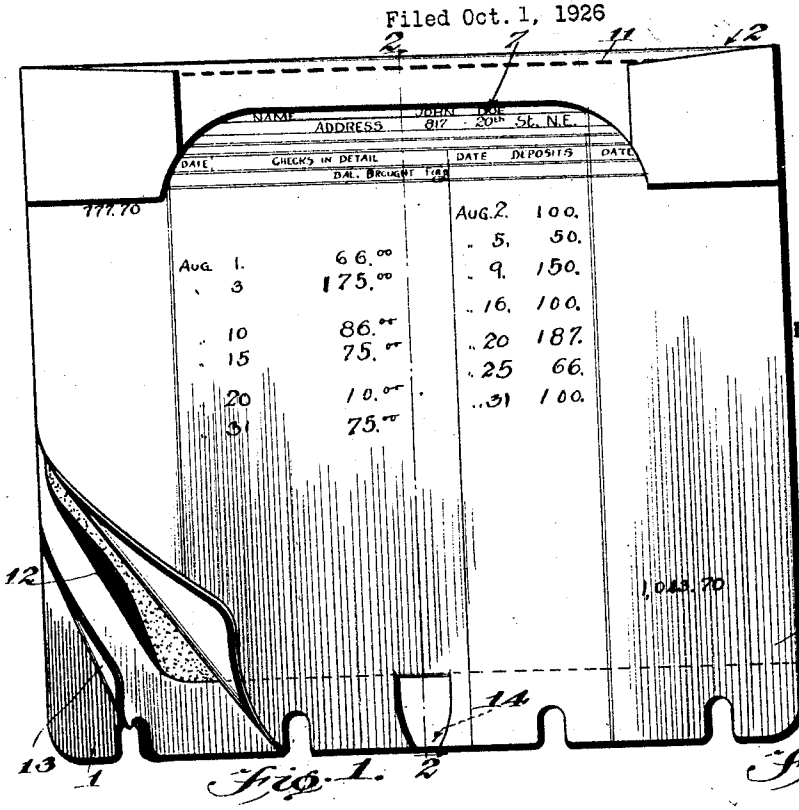


Fig. 1.

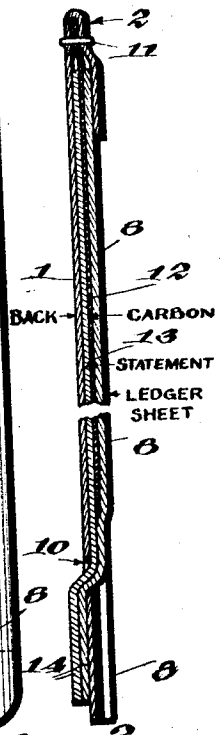


Fig. 2.

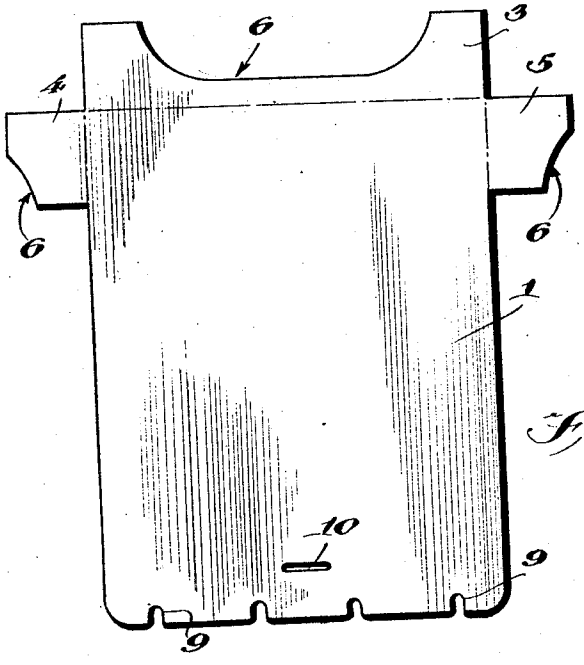


Fig. 3.

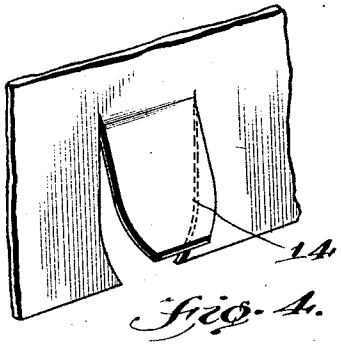


Fig. 4.

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Patented Oct. 16, 1928. 1,688,264

UNITED STATES PATENT OFFICE.

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HOLDER FOR LEDGER SHEETS.

Application filed October 1, 1926. Serial No. 138,945.

This invention relates to improvements in posting bank balances, an object being to provide a simple and durable holder for retaining a plurality of sheets, for example, a ledger sheet and a depositor's statement, during the various manipulations of posting, filing, et cetera.

Other objects and advantages will appear from the following specification, reference being had to the accompanying drawings, in which:

Figure 1 is a plan view of the improved holder,

Figure 2 is a section taken substantially on the line 2—2 of Figure 1,

Figure 3 is a plan view of the blank from which the holder is formed, and

Figure 4 is a detail perspective view of one of the sheets to be inserted in the holder showing how the tongue is formed thereon.

In carrying out the invention provision is made of a back 1 preferably formed of sufficiently heavy paper to withstand the uses to which the holder is put, but conceivably capable of being made of other suitable flexible material. A pocket 2, situated at what is herein known as the top edge of the holder, is made by providing the blank in Fig. 3 with a flange 3 extending across the top edge and a pair of ears 4 and 5 at the adjacent side edges. The flap and ears are cut away as at 6 to produce a sighting opening, (Fig. 1) at which certain printed matter 7 on the first or ledger sheet 8 is visible. It is possible that the pocket 2 may be formed in a manner other than that described in connection with Fig. 3, but the purpose of any formation will be to produce a pocket in which a plurality of sheets are to be held. The bottom edge of the back 1 has a plurality of notches 9 with which certain parts of the filing system cooperate. These notches play no part in the invention itself. Situated adjacent to the bottom edge is a slit 10. This slit is shown in the center but may be placed elsewhere.

Fastened in the pocket 2 by a line of stitching 11, or otherwise, is a carbon sheet 12. This sheet is nearly the same dimensions as the back 1, and the carbon surface faces the back. The ledger sheet 8, mentioned before, is inserted into the pocket on top of the carbon sheet 12, while a statement sheet 13 is inserted in the pocket beneath the carbon sheet and next to the back 1. In order to hold the ledger and statement sheets in fixed position upon the back, these are cut to provide tongues 14 as shown in Fig. 4. These tongues are inserted in the slit 10 thus both keeping the sheet down against the back 1 and preventing any relative side motion which may tend to throw any written or typewritten matter out of position.

It is rapidly becoming the custom with banks to furnish depositors with statements showing the status of their accounts so that in many instances a special clerical force is required for the additional work. Inasmuch as the bank ledger sheets have to be posted it is herein proposed to make possible the production of a duplicate upon the depositor's statement of the bank's ledger sheet. This involves more than the mere making of a carbon copy because it is desirable to hold the two sheets in perfect registration until fully filled or until the time arrives for mailing out the statement sheet.

The holder is of such design that the ledger and statement sheets 8 and 13 will be held in the desired perfect registration, first by means of the pocket 2 into which the upper edges of the sheets are inserted and second by means of the tongues 14 cut from the sheets and inserted in the slit 10 at the bottom of the back 1. It is readily seen that the holder will withstand considerable rough usage without danger of the sheets 8 and 13 coming loose or moving out of registration. The carbon sheet 12 is incorporated in the holder as part thereof, and the respective sheets 8 and 13 are quickly inserted at the proper sides of the carbon sheet.

It is important to note that there is nothing on the holder that will interfere with its passage through the rolls of the adding machine. The top of the holder goes through the roll first and the rotation of the roll moves the pocket 2, making it flatter than it was before. Inasmuch as the tongues 14 extend in the direction of the bottom of the sheet these too are pressed out flat. The disclosure is that of a pair of sheets 8 and 13 and a carbon sheet 12 but the same unitary effect would be had if a greater number of sheets were applied to the holder.

The present system employed by banks is to first post the ledger sheets and then post the customer's statement sheet. This requires two separate operations with the attendant double opportunity for error. The system or arrangement not only cuts the work involved in half, but also eliminates fifty per cent of the opportunity for error.

While the construction and arrangement of the improved holder is that of a generally preferred form, obviously modifications and changes may be made without departing from the spirit of the invention or the scope of the claims.

I claim:

1. As an article of manufacture, a manifolding backing sheet having a down-turned top and adjacent side ears lapped thereover to form therewith a pocket, the lower edge of the down-turned top between its sides being cut back to form a sighting opening, and a carbon sheet being permanently mounted at its upper end within said pocket.

2. As an article of manufacture, a manifolding backing sheet having its top edge longitudinally recessed, said top being downturned on a line below the recess, the backing sheet being formed with side ears bent inwardly and lapped over the downturned top to form therewith a pocket, and a carbon sheet having its upper end permanently secured within said pocket.

3. As an article of manufacture, a manifolding backing sheet having a down-turned top and adjacent side ears lapped thereover to form therewith a pocket, with the lower edge of the down-turned top between said ears cut back to form a sighting recess, said backing sheet having a slit therein adjacent to its lower edge to aline inserted record sheets, and a carbon sheet permanently attached at its top edge within said pocket with its lower edge terminating above said alining slit in the backing sheet.

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