

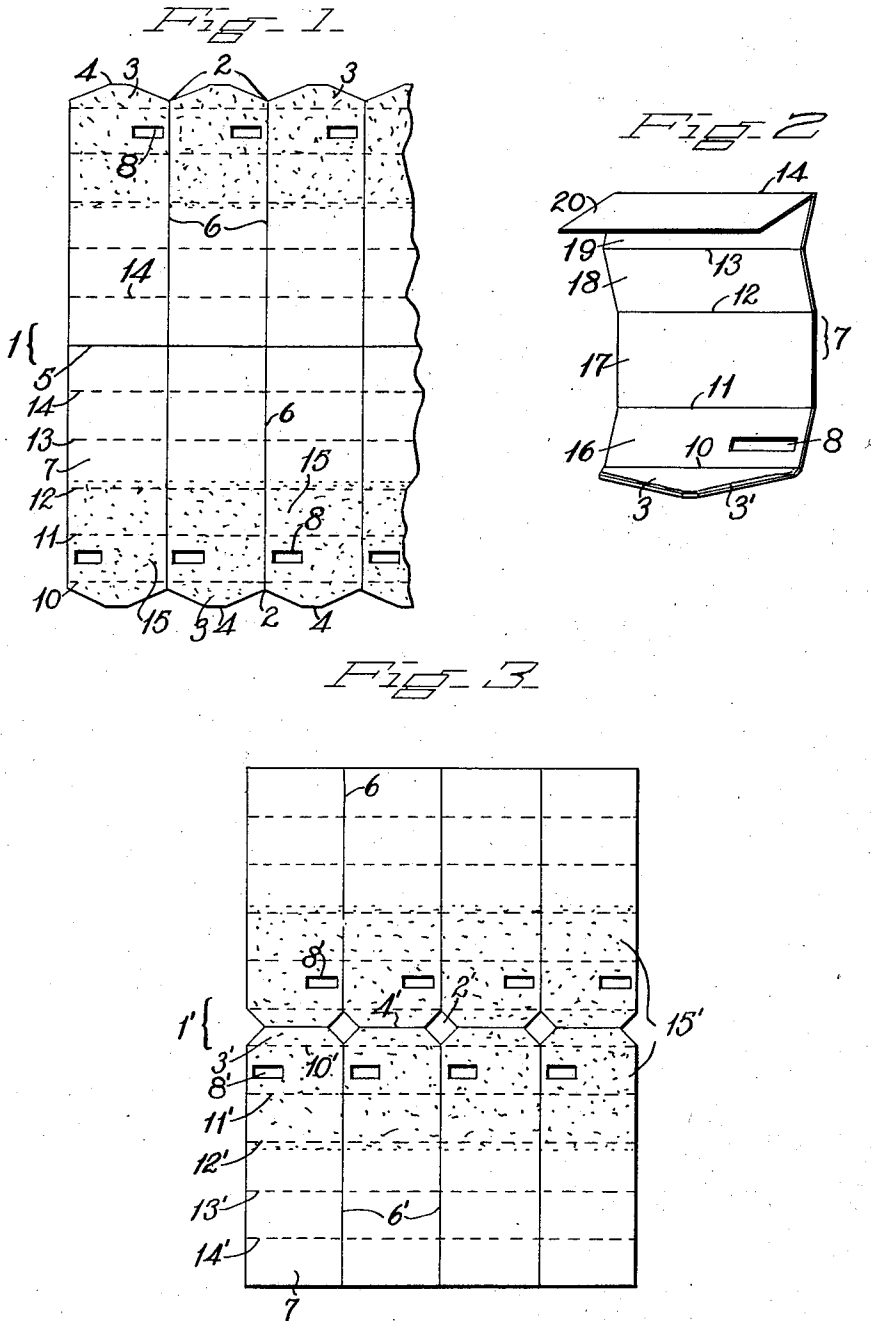
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PROCESS OF MAKING ENVELOPES

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PROCESS OF MAKING ENVELOPES

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8 Claims. (Cl. 93—61)

This invention relates to the process of making devices from sheets of paper or the like, that can be folded up and mailed, simulating ordinary letters. This is a continuation in part of my application, Serial No. 631,677, filed September 3rd, 1932.

In carrying out this invention a plurality of strips that make up the devices are cut from a single sheet of paper or other suitable material so that they can be folded to have the appearance of envelopes. Slots or windows are cut at predetermined points in the strips and addresses can be placed on the strips so that they will come in front of the slots or windows when the strips are folded, while requests or other writing may be placed on the strips near the address and hidden from view in the folded devices, but available for use when the devices are opened.

Portions of the devices which are folded to the inside may bear advertisements or illustrations on one side and can constitute a letterhead on the other side. A return reply card can be made integral with the remainder of each device with weakened lines to facilitate removal thereof.

The invention will be understood from the description in connection with the accompanying drawing in which Fig. 1 is a plan view of a sheet partly broken away from which strips may be cut and folded to form the mailing devices; Fig. 2 is a perspective view showing one of the strips partially folded and Fig. 3 is a view similar to Fig. 1 showing a modification.

In the drawing reference character 1 indicates a large sheet of paper or other foldable material that will receive writing or upon which printed matter may be printed.

The sheet 1 may have notches 2 cut therefrom along opposite edges by means of a die or in any other convenient way. The notches 2 are preferably spaced apart to leave straight or uncut edges 4 at the ends of the tabs 3 for a purpose which will be described below. Adhesive material 3' (Fig. 2) is applied along the edges of the tabs 3 for the same purpose as on conventional envelopes. The sheet 1 may be slit along its central line 5 and cut along transverse lines 6 to provide a plurality of strips 7 preferably after the desired printing matter has been printed on this sheet. At the same time that the notches 2 are being cut and the sheet 1 is being slit and cut along the lines 5 and 6, windows or slots 8 may be cut out.

The sheet 1 or the strips 7 that are cut therefrom is bent or folded along the lines 10, 11,

12, 13 and 14. The sheet 1 may be colored or tinted any desirable color along its opposite edges from the ends 4 of the tabs 3 to a distance slightly beyond the lines 12, as indicated by the dotted areas 15. Either before or after the strips 7 are cut from the sheet 1, they are passed through a printing press, the ends of the tabs 3 being straight, as indicated at 4, to facilitate the grippers of the press catching and holding these strips as they go through the press. The strips may bear any appropriate printed or advertising matter of illustrations to suit the needs of the user. After being printed, each strip 7 is bent along the lines 10, 11, 12, 13 and 14, as indicated in Fig. 2, to provide rectangular sections 16, 17, 18, 19 and 20. The sections 17, 18, 19 and 20 are preferably of the same width and slightly narrower than the section 16, which is the width of letter envelopes.

After being cut from the sheets, each strip 7 is folded up and the tab sealed to the back side of the section 17 by means of the adhesive 3', so that it has the appearance of an envelope. By having the section 16 wider than the other sections excess material is left at the folded line 10 so that when the devices are opened by a machine which trims off a bit of material along the edge the danger of cutting through the other folds is obviated. The left-hand end of the inside of the section 16 may be provided with directions as to the disposition of the section 20 that is to be used as a return reply card; one of the sides of the sections 17, 18, 19 and 20 may be provided with pictures or advertising matter or other information the user wishes to convey to the prospect; and the other side of the sections 18, 19 and 20 may constitute a letterhead, and a letter may be written on this portion for the prospect, as the same will be folded on the inside when the device is folded up. The lines 14 may be perforated or weakened so that the section 20 can be removed after the device has been received by the prospect, and used as a return reply postcard.

The outside of the tab 3 and sections 16 and 17 may be tinted or colored as these three areas are the only visible ones when the device is folded. As explained above, the inside surface of the tab 3 may be gummed a short distance near the beveled edge thereof for sealing the device when it is folded up. The ends will, however, be open.

When the strips are colored or tinted as shown at 15, white narrow lines may be left along the edges of the tabs and also across the section 17

to cause the device to simulate the appearance of a first class envelope when the device is folded. Similar areas may be left along the edge of the tab 3 opposite the gummed side for like purpose.

5 Instead of coloring or tinting as shown the paper may be left white and colored lines placed thereon for the same purpose.

In the modification shown in Fig. 3 reference characters which refer to the parts already described are designated by the same reference characters with primes. In this modification a sheet 1' is shown of such a size that eight strips 7 may be produced therefrom. In this modification instead of having notches 2 cut out along the edges of the sheet to form tabs 3, a series of quadrilateral openings 2' is cut out along the center line of the strip 1', thus leaving tabs 3' when the sheet is cut along the lines 4' and 6'. The length of the straight portions at the ends of the tabs 3' is determined by the shape of the rectangular openings 2'.

A convenient way of making up the large sheets 1 is to have a roll of paper of the proper width and pass the paper through a machine as it is unwound from the roll, which machine will cut the notches 2 along opposite edges of the paper, (or the openings 2' along the center line) cut out the windows 8, gum the edges, apply the tinting or color to the proper extent along the edges, and cut off equal lengths out of which a plurality of the strips 7 can be made by slitting along the lines 5 and 6 and perforating along the line 14 (or 14') later, or the machine may perform one or more of these operations and omit the ones that are not needed for the particular requirements. These cut-off sheets 1 may be distributed to printers who apply to them whatever printing matter is desired and slit or cut the same into the strips 7.

I claim:

40 1. In the process of forming a mailing device, the steps which comprise cutting out material at a plurality of places longitudinally of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off at said cut out places and at right angles to the edges of said sheet, and folding said cut off portions along a plurality of transverse lines.

50 2. In the process of forming a mailing device, the steps which comprise cutting out material at spaced intervals longitudinally of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off and at right angles to the edges of said sheet, cutting out windows in the strips thus formed, and folding said cut-off portions along a plurality of transverse lines.

3. In the process of forming a mailing device, the steps which comprise cutting out material at spaced intervals longitudinally of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off and at right angles to the edges of said sheet, and folding the strips thus formed into the shape of an envelope.

10 4. In the process of forming a mailing device, the steps which comprise cutting out material at spaced intervals longitudinally of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet at right angles to the edges of said sheet, and folding the strips thus formed into the shape of an envelope with open ends.

15 5. In the process of forming a mailing device, the steps which comprise cutting out material at a plurality of places along the center line of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off at said cut out places and at right angles to the edges of said sheet, and folding said cut off portions along a plurality of transverse lines.

25 6. In the process of forming a mailing device, the steps which comprise cutting out material at a plurality of places along the center line of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off and at right angles to the edges of said sheet, slitting said sheet through said center line and folding said cut off portions along a plurality of transverse lines.

35 7. In the process of forming a mailing device, the steps which comprise cutting out material at a plurality of places along the center line of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off and at right angles to the edges of said sheet, slitting said sheet through said center line, perforating said sheet along lines parallel to said center line and folding said cut off portions along a plurality of transverse lines.

45 8. In the process of forming a mailing device, the steps which comprise cutting notches at spaced intervals along an edge of a rectangularly shaped sheet so that the cut portions form sloping edges of flaps for said mailing device cutting said sheet off at said cut out places and at right angles to the edges of said sheet, and folding said cut off portions along a plurality of transverse lines.

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