

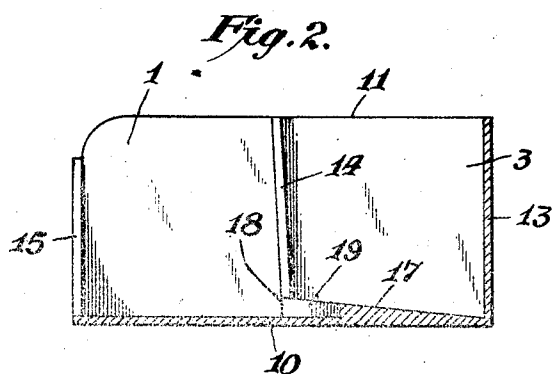
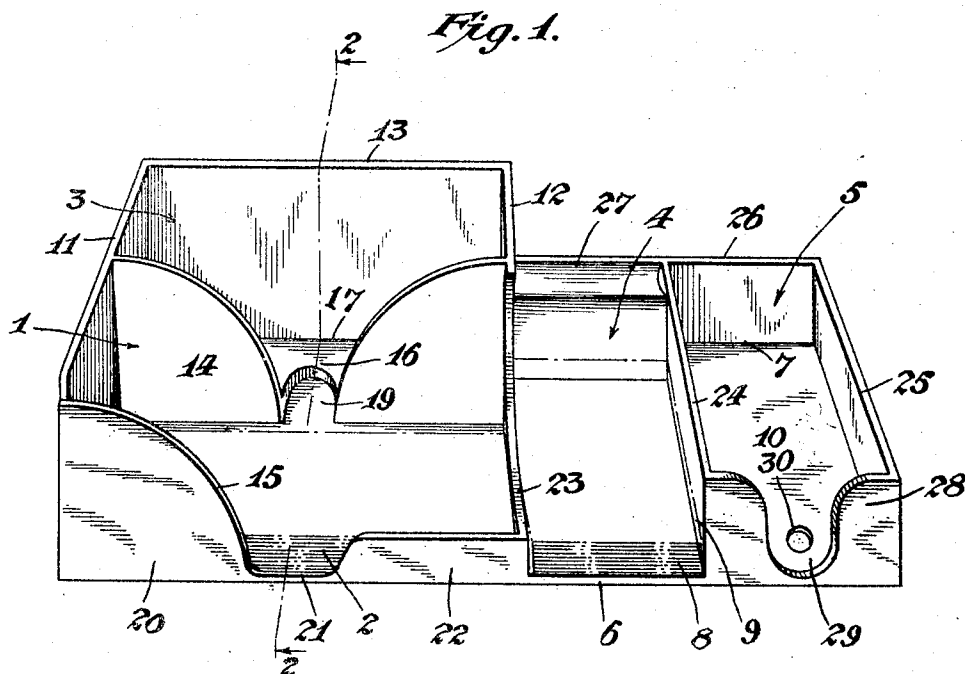
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C. H. LA SELLE

POSTING TRAY

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INVENTOR

Clarence H. LaSelle

BY

Chas. H. Kesler

ATTORNEY

UNITED STATES PATENT OFFICE.

CLARENCE H. LA SELLE, OF WABASH, INDIANA.

POSTING TRAY.

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To all whom it may concern:

Be it known that I, CLARENCE H. LA SELLE, a citizen of the United States of America, and a resident of Wabash, State of Indiana, have invented certain new and useful Posting Trays, the principles of which are set forth in the following specification and accompanying drawing, which disclose the form of the invention which I now consider to be the best of the various forms in which the principles of the invention may be embodied.

This invention relates to posting trays.

Such trays are now used in banks and similar institutions for posting checks and deposits. The posting is usually done by means of a ledger posting machine which is apt to jar or vibrate the table or stand on which it is placed. The device of this invention is primarily intended for use with such a machine in order that the posting may be done quickly, accurately and conveniently by the clerk or operator.

In posting, the checks and deposit slips are kept separate, preferably in a tray having means for holding the checks before posting and a separate means for holding the slips before posting. Such devices also have separate places for holding the checks and slips after the posting.

Applicant however does not claim as his invention such tray broadly, but only the specific arrangements and construction of compartments for holding the slips and checks not only before but after posting whereby increased speed of operation, accuracy and ease of manipulation is obtained.

The object of the invention is to provide an improved tray whereby the posting may be conveniently done with increased accuracy and speed.

Another object of the invention is to provide a compact tray while increasing the usefulness of the tray as a labor and time saving device.

In the drawing: Figure 1 is a perspective view of the device, and

Fig. 2 is a sectional view thereof on the line 2—2 of Fig. 1, looking in the direction of the arrows.

The tray illustrated as one embodiment of the invention comprises a check receiving or holding compartment 1 (the checks being indicated at 2 in broken lines). The compartment 1 is at the front of the tray

on the left hand side and holds the checks before being posted.

By "front" is meant the side of the tray shown at the front in the drawing or the side which the operator faces when using the device. The terms "left hand" and "right hand" are used in the sense that the operator would use them when facing the front of the device or as used when looking at the drawing.

A second compartment 3 is located directly in the rear of compartment 1 on the left hand side of the tray. This compartment 3 receives the checks after they are posted.

The compartments 1 and 3 should be of sufficient size to hold and comfortably fit checks of all sizes (even the largest) with the long dimensions of the checks arranged from left to right, so that the checks in compartment 1 may be easily read without difficulty.

At the right of the compartments 1 and 3 are the deposit slip compartments 4 and 5. The inner compartment 4 which is next to the check compartments receives or holds the slips before posting and after posting such slips are then placed by the operator in compartment 5 which is the outside one.

The compartments 4 and 5 are arranged laterally of the check compartments instead of in front of or to the rear of the latter. That is the front and rear edges 6 and 7 of the compartments 4 and 5 coincide with parallel straight lines defining the front and rear edges of the check compartments and of the tray.

This arrangement not only permits unobstructed access to both the front check compartment 1, and slip compartment 4 but also provides a more compact device, a more attractive device and one which may be manufactured at less cost. This arrangement as hereinafter more fully described, enables the poster or operator to quickly read the checks and slips in compartments 1 and 4 which are located in juxtaposition to each other and close together.

This can be done at a glance by reading from left to right, or right to left.

The compartments 4 and 5 are of such size as to comfortably hold the largest deposit slips and are so shaped and arranged that the slips (indicated in broken line at 8) may be placed therein in proper position to be read, especially where it is necessary to read

them as in the case of the slips in compartment 4.

The front end 9 of compartment 4 is entirely open or unobstructed so that the slips therein may be easily removed one at a time when posted. Likewise the front of the compartment 1 is cut away or unobstructed to allow the easy and quick removal of the checks one at a time as they are posted. The points at which access may be had to compartments 1 and 4 are open and unobstructed. The points are at the front along the line 6 where the papers may be easily reached by the operator and may be easily picked up. The compartments 1 and 4 are so positioned that one does not interfere with the easy removal of papers from the other, yet allowing the ready checking of the papers therein, and removal to their respective compartments after posting of either checks or deposit slips, without same becoming intermingled. The tray of the present invention may be manufactured of any suitable material such as wood or metal and in any suitable way. The several compartments however are formed or defined by vertical partitions or walls mounted on or rising from a suitable base or bottom 10. The base 10 is rectangular in shape with its long dimension extending from left to right.

The compartments 1 and 3 are formed or defined by the partitions or walls 11—12—13—14—15.

The partitions 11 and 12 are arranged transversely of the base 10, extending from front to rear, the partition 11 extending along the left hand edge of the base and partition 12 being spaced inwardly therefrom to form with it the common parallel lateral walls of both compartments 1 and 3. The partition 13 extending along the rear edge of the base 10 forms the back of compartment 3.

Separating the front and rear compartments is the partition or wall 14, arranged parallel with the back 13 and about midway between the front and rear. The partition 14 is really in two parts, providing an opening 16 between them, although it may be considered a single partition with an opening 16 in it. As illustrated in Fig. 2 the bottom of compartment 3 has a floor 17 which is elevated at its front end 18 above the level of the floor 10 of compartment 1. From the front 18 the floor 17 gently slopes downwardly towards the rear. The floor or bottom 17 however immediately behind the opening 16 is recessed or cut away (indicated at 19) providing with the opening 16 means whereby a stack of checks in the rear compartment 3 may be grasped by the fingers and thumb and conveniently lifted out, the inclination of the floor 17 facilitating this removal. The walls 11, 12, 13 and 14 forming compartment 3 are of sufficient

height to form a relatively deep pocket capable of holding a large number of checks, without allowing them to jar out or to become mixed with the checks in the front compartment.

The partition or wall 15 arranged parallel with the walls 13 and 14 and extending along the front edge 6 of the base 10 completes the compartment 1. The left hand portion 20 of this partition is of considerable height to efficiently retain a large number of checks in the pocket 1. Near the center of the partition its height is substantially nil forming an opening 21 through which the fingers may be inserted to remove the checks one by one as they are posted.

Towards the right and near compartment 4 the portion 22 of the partition 15 is cut very low, as is also the right hand wall 23 of compartment 1, constituting the forward continuation of partition 12. The lowness of the walls 22—23 permits the ready inspection of the checks and slips in compartments 1 and 4 irrespective as to where in front of the device the operator stands. The names and amounts on both the checks and deposit slips are directly under the eye of the operator so that they can be easily checked at a glance from left to right or right to left.

The wall 12—23 is common to the check compartments 1 and 3 and slip compartment 4. The wall 23 forms a complete barrier between compartments 1 and 4 keeping the papers therein separate. By "complete" is meant sufficiently complete to so maintain the checks and deposit slips separated.

The opposite lateral wall of the compartment 4 comprises a vertical partition 24 which extends transversely of the base 10 from front to rear between the edges 6 and 7. This also forms the inner lateral wall of compartment 5 for posted slips, the opposite wall of compartment 5 comprising a transversely extending vertical partition 25 arranged on the right hand edge of base 10 between the front and rear edges 6 and 7. The rear ends of compartments 4 and 5 are closed by a vertical wall 26 extending along the rear edge 7. Since the number of slips handled is always less than the number of checks the compartments 4 and 5 need not be as deep as the check compartments.

As previously stated the front of compartment 4 is unobstructed, not only to allow the slips just posted to be removed one at a time but also to allow their ready inspection. At the rear of compartment 4 is a block like holder 27 for pins and clips.

The front of compartment 5 however is obstructed by a partition 28 to retain the posted slips in place and prevent them from blowing out or becoming mixed with the slips remaining to be posted. The center of the barrier 28 has an opening or recess

29 and the bottom of the compartment 5 has a hole 30 therethrough whereby the stack of slips may be lifted out by inserting a finger upwardly through the hole and grasping the stack through opening 29.

In the use of the tray described the checks and slips to be posted are placed face up in the compartments 1 and 4 respectively. The operator stands in front of the tray where he can check at a glance the checks and deposit slips and then operate the posting machine with his right hand. As each check is posted he lifts each out and turns it over into the compartment 3 at the rear.

The slips likewise after posting are drawn out of compartment 4 and placed face down in compartment 5. The tray of this invention is especially adapted and arranged to allow the operator to conveniently and speedily handle the checks and slips with the left hand while operating the machine with the right. When the posting is completed or the compartments 3 or 5 filled the papers therein may be removed as a pack, these compartments being especially constructed to hold securely a large number of checks and slips and being provided with the means above described to permit their ready removal.

My improved tray is very compact and convenient, the compartments being so arranged that it is easy to transfer checks or deposit slips from one compartment to another after posting. The tray can be used with all types of checks and deposit slips. It does not matter whether the name on the deposit slip is at the top or bottom.

The partitions are so arranged and constructed that neither the checks nor deposit slips can become disarranged by the vibration of the posting machine either before or after posting. At the same time the compartments are so constructed as to allow the quick removal of the papers as they are checked and posted, whether removed one at a time or as a pile or pack. The arrangement of compartments is such that, while the compartments 1 and 4 are adjacent to each other to permit a quick inspection or reading of the checks and deposit slips to check them, the compartments 3 and 5 into which the posted papers are placed are widely separated to prevent the mixing of posted checks and slips with unposted papers and these last are constructed with deep partitions to insure this condition. The several compartments are distinctly separated from each other, even the compartment 1 is separated from compartment 4 by the partition or wall 23.

Partition 14 slants away from partition 13 at the top to permit the checks to stack in compartment 3 as they are dropped in. In an actual construction of the device it is contemplated to make the distance between

the partitions 13 and 14 about half an inch longer at the top than at the bottom.

I claim:—

1. A posting tray comprising a base, a pair of check compartments thereon arranged on one behind the other between the forward and rear edges of said base, and occupying a portion of said base at one side thereof, and a pair of inner and outer deposit slip compartments arranged at right angles to the longitudinal axes of said first named compartments and laterally thereof between said forward and rear edges, and occupying the remaining portion of said base at the opposite side thereof; said inner deposit slip compartment and said check compartments having a common wall; and the forward portions of the front check compartment and said inner deposit slip compartment being arranged adjacent to each other at said forward edge to permit of the signatures on the slips and checks being placed in juxtaposition when the signatures on said slips are at the bottom thereof, and the adjacent forward portions of said front check compartment and said inner deposit slip compartment being relatively low to permit of the simultaneous inspection of the signatures on the checks and slips therein, said forward portions permitting of the removal of the checks and slips individually.

2. A posting tray comprising a base, a pair of check compartments thereon arranged one behind the other between the forward and rear edges of said base, and occupying a portion of said base at one side thereof, a pair of inner and outer deposit slip compartments arranged transversely of said first named compartments and laterally thereof between said forward and rear edges, and occupying the remaining portion of said base at the opposite side thereof; the forward portions of the front check compartment and the inner deposit slip compartment being arranged adjacent to each other along said forward edge, to permit of the signatures on the checks and slips being placed in juxtaposition when the signatures on the slips are at the bottom thereof; and the adjacent forward portions of said front check compartment and said inner deposit slip compartment being relatively low to permit of the ready inspection of the signatures on the checks and slips; and said forward portions serving to permit of the removal thereof one at a time, and a relatively low vertical partition between said front check compartment and said inner deposit slip compartment forming a common barrier between the same.

3. A posting tray comprising a base, a pair of check compartments thereon arranged one behind the other between the forward and rear edges thereof, and occupying a portion of said base at one side

thereof, a pair of inner and outer deposit slip compartments arranged at right angles to the longitudinal dimensions of said first-named compartments and laterally thereof between said forward and rear edges, and occupying the remaining portion of said base at the opposite side thereof; said check compartments and said inner deposit slip compartment having a wall in common to maintain the papers therein separate; and the forward entrance portions of the front check compartment and said inner deposit slip compartment being arranged in juxtaposition along said forward edge to permit of the signatures on the checks and slips being placed in juxtaposition when the signatures on said slips are at the bottom thereof; and said forward portions being disposed to permit of the ready and simultaneous inspection of the signatures on said papers and the individual removal thereof, and including means along the forward portion of said front check compartment to retain the checks therein.

4. A posting tray comprising a base, a pair of check compartments thereon arranged one behind the other between the forward and rear edges of said base, and occupying a portion of said base at one side thereof, and a pair of inner and outer deposit slip compartments arranged transversely of said first named compartments and laterally thereof between said forward and rear edges, and occupying the remaining portion of said base at the opposite side thereof; the forward portions of said front check compartment and said inner deposit slip compartment being arranged adjacent to each other along said forward edge to permit of the signatures on the slips and checks being placed in juxtaposition when the signatures on said slips are at the bottom thereof; and said check compartments and said inner deposit slip compartment having a common wall with the forward portion thereof between said front check compartment and said inner deposit slip compartment low compared to the rear portion thereof to permit of the ready and simultaneous inspection of the signatures on said papers in said front check compartment and said inner deposit slip compartment.

5. A posting tray comprising a base, a pair of check compartments thereon arranged one behind the other between the forward and rear edges of said base, and occupying a portion of said base at one side thereof, and a pair of inner and outer deposit slip compartments arranged transversely of said first named compartments

and laterally thereof between said forward and rear edges, and occupying the remaining portion of said base at the opposite side thereof; the front check compartment having a forward wall along said forward edge relatively high at the outer portion thereof and relatively low at the inner portion thereof at a point adjacent to the forward portion of said inner deposit slip compartment; and said check compartments and said inner deposit slip compartment having a common wall relatively low at the forward portion thereof between said front check compartment and said inner deposit slip compartment merging with the adjacent low portion of the forward wall of said front check compartment to permit of the simultaneous inspection of the papers in said adjacent compartments and to maintain said papers separate.

6. A posting tray comprising a substantially flat rectangular base, a pair of check compartments thereon arranged one behind the other between the forward and rear edges of said base, and solely occupying a portion of said base at the left thereof, a pair of inner and outer deposit slip compartments arranged at right angles to the longitudinal axes of said first named compartments and laterally thereof between said forward and rear edges, and solely occupying the remaining portion of said base at the right thereof; the forward portions of the front check compartment and said deposit slip compartments being arranged along said forward edge with the said front check compartment and said inner deposit slip compartment in juxtaposition; said front check compartment having a forward vertical wall along said forward edge including a check retaining part at the outer portion thereof and a part of reduced height at the inner portion thereof adjacent to said inner deposit slip compartment; said check compartments and said inner deposit slip compartment having a common wall with the forward portion thereof between said front check compartment and said inner deposit slip compartment of reduced height merging with the reduced part of the forward wall of said front check compartment to permit of the simultaneous inspection of the checks and slips in said adjacent compartments; and the forward portion of said front check compartment and said inner deposit slip compartment being constructed to permit of the individual removal of the papers therefrom.

CLARENCE H. LA SELLE.