

Aug. 12, 1969

E. TURKENKOPF

3,460,744

SHEET FORM TYPE OF BOOK INSERT

Filed March 8, 1968

2 Sheets-Sheet 1

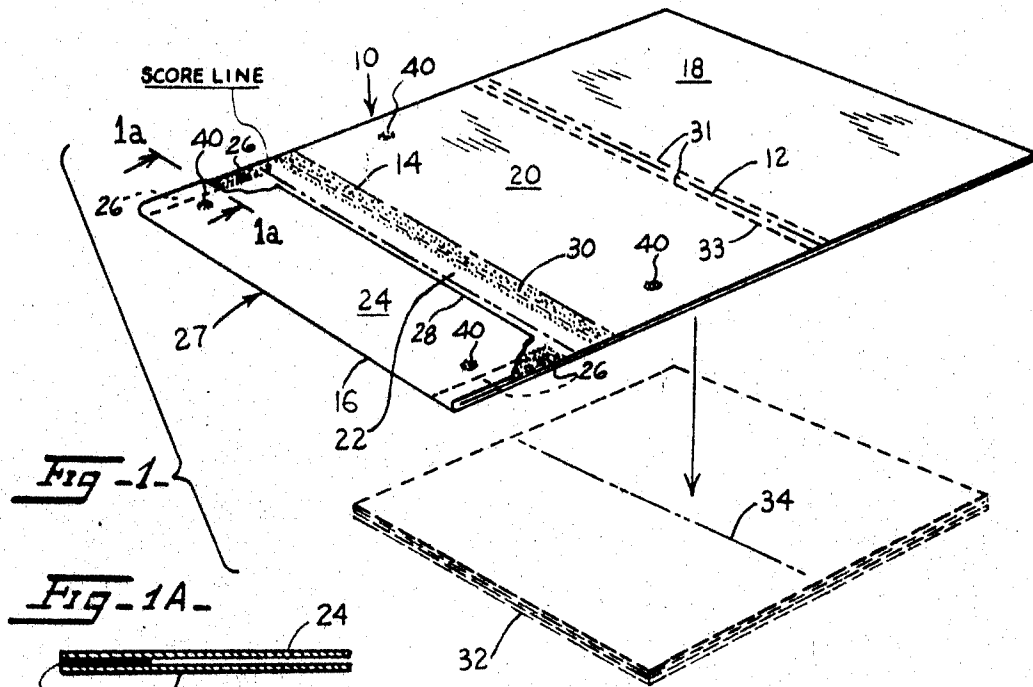


Fig-1-

Fig-1A-

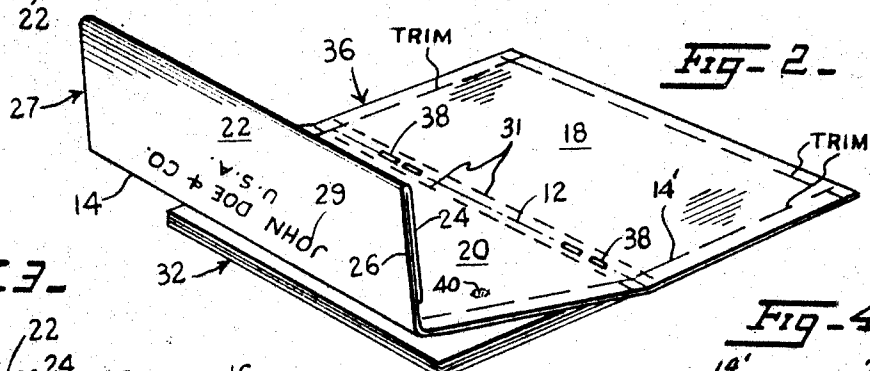


Fig-2-

Fig-3-

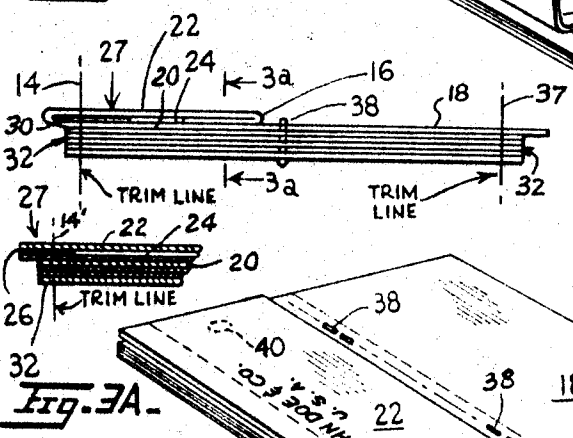


Fig-3A-

Fig-4-

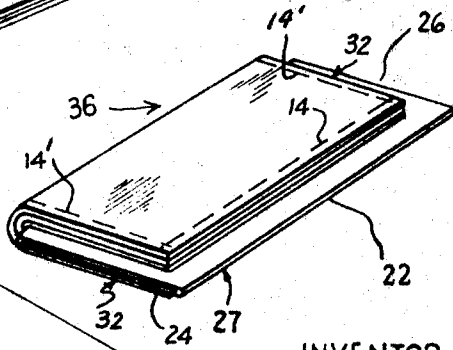
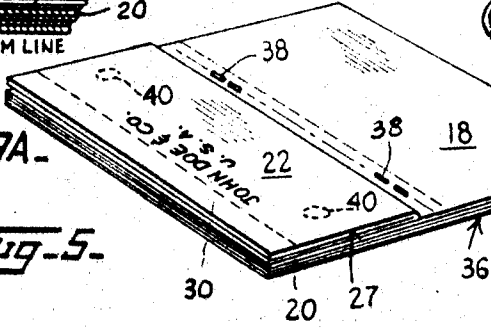


Fig-5-



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Aug. 12, 1969

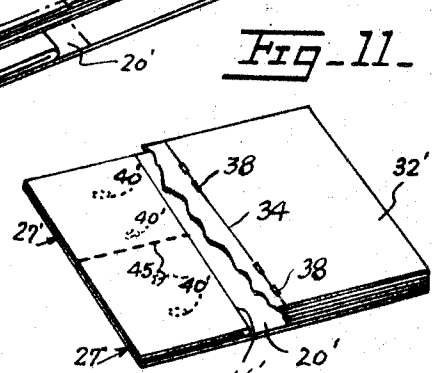
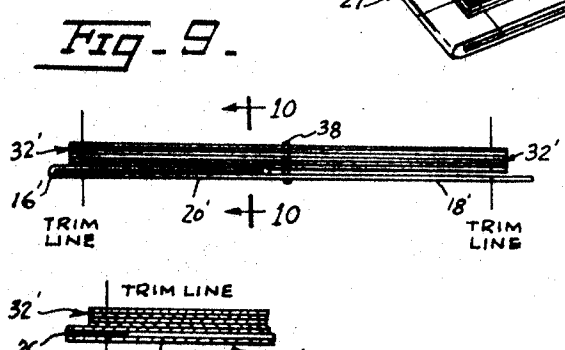
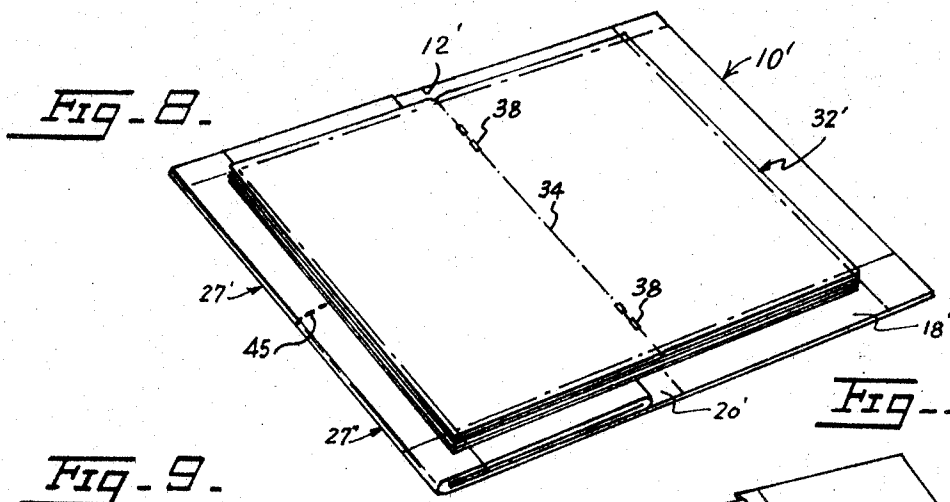
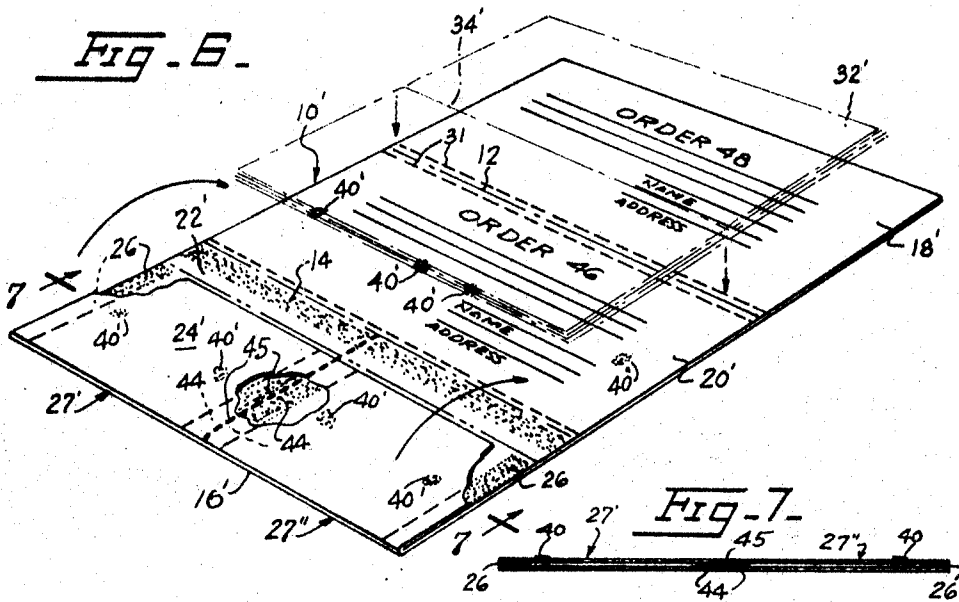
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SHEET FORM TYPE OF BOOK INSERT

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2 Sheets-Sheet 2



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1

3,460,744

**SHEET FORM TYPE OF BOOK INSERT**

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2 Claims

**ABSTRACT OF THE DISCLOSURE**

A combined envelope and sheet form constituting a signature insert or cover for a book or the like. The envelope and sheet form has a rectangular shaped body with straight edges. The body of the envelope and sheet form has a transverse fold-line spaced from one end thereof, and also a transverse cut-line spaced inwardly from said fold-line. Another fold-line is provided inwardly from the cut-line. The fold and cut lines divide the body of the envelope and sheet form into page sections. Adjacent sections at one end of the body are folded over each other. The folded over sections are affixed to each other at the ends thereof. The remainder of the folded sections are unattached thereby defining an envelope and as the book is trimmed it is separated from the remainder of the sheet form and is held in position only by the spots of gum. The envelope now may be removed from the sheet form and separated from the book merely by lifting up the envelope. This leaves the book and sheet form in tact as one complete unit and undisturbed thereby facilitating economic and efficient binding of the combined envelope and sheet form and book as one unit.

This invention relates to new and useful improvements in combined envelope and sheet forms constituting signatures or inserts for books and the like, and the method of manufacture thereof.

An important object of the instant invention is to provide, combined envelope and sheet forms which may be suitably used in books or folders which forms are provided with means by which the envelope or a portion of the sheet may be removed to provide a return envelope.

A specific object of the invention is to provide a combined envelope and sheet form of paper embodying certain novel features arranged so that it may be bound in a book or catalog as a leaf or page thereof or placed therein as an insert, or may serve as a cover for the book.

Another object of the invention is to provide a leaf or insert in which is combined an envelope that can be readily detached and immediately used.

Still another object of the invention is to provide a leaf or insert of the character described which may be bound or placed in a book or catalog without causing the same to become bulky or distorted; and so arranged that when the envelope is detached therefrom the binding or pages will not in any way be disturbed and a permanent portion or portions of the sheet form will be left in tact, upon which matter may be printed, with advertising or provide for an order blank form which can be torn without upsetting the binding of the book.

A further object of the invention is to provide a leaf or insert of the character described which will be efficient, durable, simple in construction and inexpensive to produce.

FIGURE 1 is a top perspective view of a combined envelope and sheet form embodying one form of the invention, the sheet form adapted to constitute a signature within a book.

FIG. 1A is an enlarged sectional view taken on the plane of the line 1a-1a of FIG. 1.

FIG. 2 is a top perspective view showing the sheet form

2

of FIG. 1 partly folded and stapled to the sheet and the book untrimmed.

FIG. 3 is a side elevational view of the book before being trimmed.

FIG. 3A is a cross-sectional view taken on the plane of line 3a-3a of FIG. 3.

FIG. 4 is a top perspective view of a book showing a folded leaf or signature inserted in the book.

FIG. 5 is a top perspective view of the finished trimmed book in open flatwise condition.

FIG. 6 is a view similar to FIG. 1 of a combined sheet and envelope form embodying a modified form of the invention in which the form is used as the cover.

FIG. 7 is a cross-sectional view taken line 7-7 of FIG. 6.

FIG. 8 is a top perspective view of another modified form of combined envelope and sheet form with sheets stapled therein and untrimmed.

FIG. 9 is a side elevational view of the form of FIG. 8.

FIG. 10 is a fragmentary cross-sectional view taken on line 10-10 of FIG. 9.

FIG. 11 is a top perspective view of the book of FIG. 8 after it is trimmed and portions of the bound-in sheets being broken away.

Referring now in detail to the various views of the drawings. In FIGS. 1 and 1a a combined envelope and sheet form embodying one form of the invention is shown and designated generally at 10. The sheet form is formed of paper and is provided with a cross fold line 12, a fold and cut line 14 and a fold line 16, thereby forming sections 18, 20, 22 and 24. The section 24 is shown folded over section 22 and secured thereto by adhesive 26 at the opposite ends of section 24 in such a manner that when both sides of the sheet are trimmed the pocket provided by the sections 22 and 24 remain in tact. The remainder of the sections 22 and 24 are unattached forming a self-addressed envelope 27, with address 29 thereon. The inner edge of the envelope 28 provides an entrance into the envelope. A coating of adhesive 30 is placed on the section 22 along line 14 to provide a gummed flap for the envelope. Perforated lines 31 may be formed along the sides of the sections 18 and 20 adjacent to and parallel to fold line 12 to permit either or both sections to be detached and inserted into an envelope for use as an order form or check if desired. However, both sections can be left in tact and as a fourth page in a book in a manner which becomes more apparent as the description proceeds. The envelope 27 is folded along line 14 onto section 20 and secured thereto by spots of adhesive 40 as shown in FIGS. 1, 2 and 5.

A plurality of folded sheets or signatures 32 for use with the completed envelope and sheet form or folder 10 of FIG. 1 is shown in dotted lines in FIG. 1, below the folder 10. The sheets 32 are provided with fold lines 34 thereacross midway the ends thereof. In assembling a book or folder 36 as shown in FIG. 2, the folded sheets or signatures 32 are juxtaposed over the sheet form 10 with the fold lines 34 of the sheets 32 in line with the fold line 12 of the sheet form 10. Spaced wire staples 38 are then pressed through the aligned fold lines securing the folded sheets to the sheet form 10 in juxtaposed position to the sections 18 and 20 of sheet form 10 as shown in FIGS. 2 and 3 and 5. It will be noted from FIG. 3 that the ends of section 18 and the ends of folded sections 20 and 22 protrude beyond the ends of the folded sheets. At this point, the signatures will be folded into a book along superimposed lines 12 and 34 as shown in FIG. 4 and must be trimmed as shown on the joined trim lines of FIG. 3 and at 14 in FIG. 4. Accordingly, the folder 36 must be trimmed by cutting the end of the section 18 and adjacent ends of the folded sheets 32 along the line indicated at 14. In FIGS. 3 and 4 in cutting along the line

14, the envelope 27 formed of the sections 22 and 24, is prepared for detachment from the remaining sections 20 and 18 but is held in detachable position by the spots 49 of adhesive, whereby the envelope can easily be detached by merely lifting up the envelope.

From the foregoing, it will be apparent that a sheet form of four pages and having a detachable envelope formed from and combined with the sheet is provided and that it is only necessary to manually lift up the envelope from section 20 and it will become easily separated from the remainder of the sheet pages. When separated, the flap portion 30 may be folded down and suitably sealed in the well known manner.

In FIGS. 6 to 11, a modified form of improved envelope and sheet form or folder 10' is shown. The sheet form 10' merely differs from the sheet form 10 in that the folded sections 22' and 24' are attached midway their ends by a strip of adhesive 44 and transversely perforated at 45 thereby forming two pockets or envelopes 27', 27''. Furthermore, the section 20' is printed with lines and provided with indicia 46 indicating an order blank for goods, and the section 18' is printed with indicia 48 serving as advertising matter or an additional order blank form.

The modified double envelope and sheet form is used as a cover and sheets 32' are assembled therein and secured by the same staples 38 as shown in FIG. 2 and then trimmed with the book folded like in FIG. 4 so that when the book is opened after being trimmed it will appear as in FIG. 11. The trim lines are shown in FIGS. 9 and 10. During the trimming operation the envelopes are sheared from the section 20' and retained only by gum spots 40' and thereby made readily available. The sheet covers can be separated along perforated lines 31 and used as order blanks for the envelopes 27' and 27''.

It will be seen that in accordance with the instant invention, where an envelope or order blank is used as a separate signature, an envelope may now be inserted into the back sheet or used as a cover to contain the sheets at no additional cost and at the same time giving the user four complete separate pages in the book at no additional binding charge.

Where a separate cover is being used on a book, the user can have the envelope bound in with no additional charge for an envelope. There is no loss of advertising space as maximum utilization of copy area on the insert is obtained. The invention provides four full pages exactly the same size and flush with the rest of the book plus an envelope insert.

What is claimed is:

1. A combined envelope and sheet form of the character described comprising a sheet having rectangular

straight edges, the body of the sheet having a transverse fold-line spaced from one end thereof; a transverse cut-line spaced inwardly from the fold-line; another transverse fold-line spaced inwardly from the cut-line, said lines dividing the body of the sheet into four separated sections, the adjacent sections at the other end of the sheet being folded upon one another, said adjacent folded sections being affixed to each other at the ends thereof, the remainder of the folded sections being unattached to each other, said folded sections defining an envelope; one long side edge of the section adjacent the section on the other end of the body of the sheet being provided with a strip of adhesive on one surface thereof serving as a gummed flap when the envelope is separated from the body of the sheet, and gummed spots releasably holding the envelope upon the remainder of the section.

2. A combined envelope and sheet form of the character described comprising a sheet having rectangular straight edges, the body of the sheet having a transverse fold-line spaced from one end thereof, a transverse cut-line spaced inwardly from the fold-line, another transverse fold-line spaced inwardly from the cut-line, said lines dividing the body of the sheet into four separated sections, the adjacent sections at the other end of the sheet being folded upon one another, said adjacent folded sections being affixed to each other at the ends thereof, the remainder of the folded sections being unattached to each other, said folded sections defining an envelope, the section at said one end of the body being provided with advertising indicia on the face thereof and said adjacent section being provided with lines and indicia indicating an order blank, the folded sections being provided with a strip of adhesive midway the ends thereof and with a transverse perforated line midway the ends thereof, whereby said folded sections define two envelopes, said form being adapted to be assembled with sheets to provide a book and two envelopes adapted to lie separated from one another and from the remainder of the sections and means for releasably holding the severed envelopes upon the remainder of the adjacent section.

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50 DAVID M. BOCKENEK, Primary Examiner

U.S. Cl. X.R.

229-68, 72; 281-3