Nov. 9, 1937. A. R. LAWSON ET AL 2,098,706

MANIFOLDING FORM

Filed Dec. 23, 1933 2 Sheets-Sheet 1

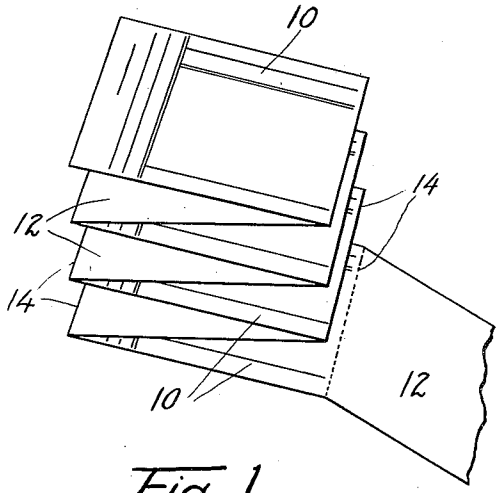


Fig. 1

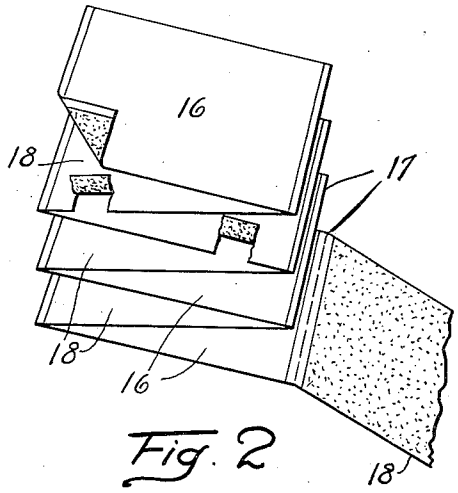


Fig. 2

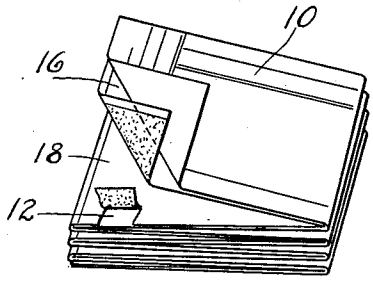


Fig. 4

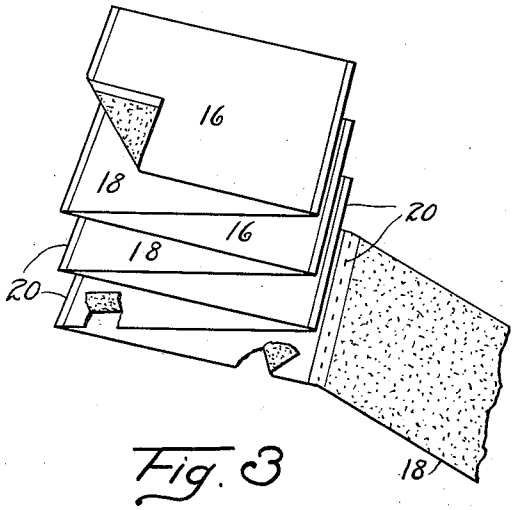


Fig. 3

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MANIFOLDING FORM

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Fig. 5

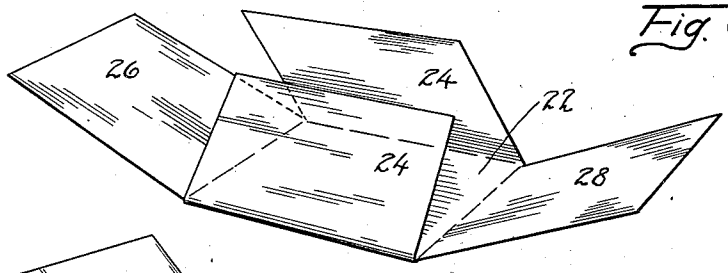


Fig. 6

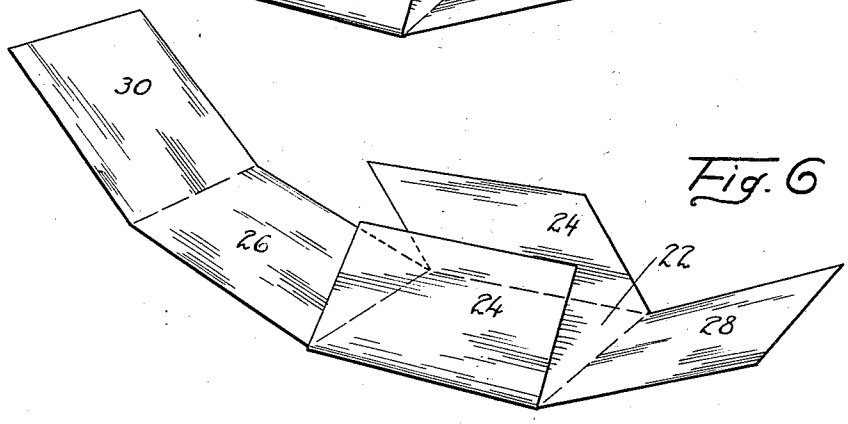
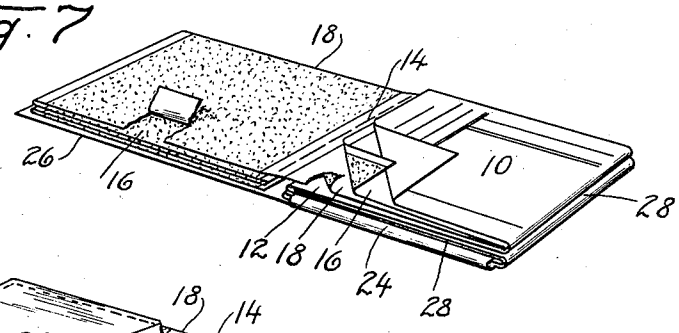


Fig. 7



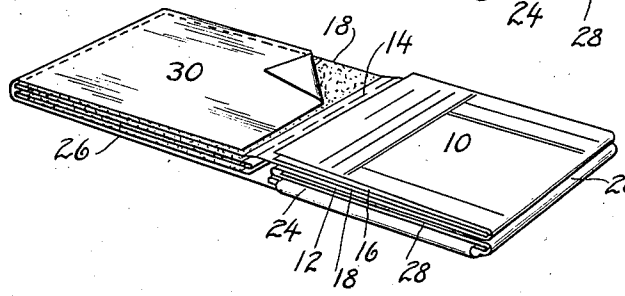


Fig. 8

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UNITED STATES PATENT OFFICE

2,098,706

MANIFOLDING FORM

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Application December 23, 1933, Serial No. 703,784

20 Claims. (Cl. 282—12)

This invention relates to improvements in manifolding forms of the portable readily handled salesbook type and particularly to that type of manifolding form involving the employment of one or more continuous runners folded zigzag or fanfold into a succession of superimposed manifolding units.

The invention pertains to improvements in a form of this type wherein there is provided a simple inexpensive container or carrier enclosing the form sheets and designed to facilitate the use and operation of the same. A manifolding arrangement having one or more continuous runners folded zigzag or fanfold to provide a superimposed plurality of manifolding units is well known and our improvement consists in associating with a form of this character a carrier or container particularly designed for and combined with the manifolding form to enable it to best serve its intended purpose and specifically to enable it to serve such purpose in an improved manner.

This application represents a continuation in part of our copending application Ser. No. 623,776, filed July 21, 1932, which issued into Patent No. 1,953,241, April 3, 1934.

One object is to provide an arrangement of the character set forth having one continuous fanfold runner comprising leaves which are permanently connected together and remain so connected following use whereby the transactions entered on the several manifolding units of the form form a permanent record on this unbroken continuous runner. This runner may preferably contain the transfer leaves which are used in the form and our improved carrier is of such a character as to be readily associated with a manifolding arrangement of this type providing a back, a cover, and a stop sheet therefor. The carrier may also provide a part which is adapted to protect and cover the transactions entered on the continuous permanent record runner and the transfer sheets which may form a part thereof thereby preventing such transfer sheets from contacting with and smudging either the hands of the salesman or the merchandise.

Our manifolding form and carrier are so associated that the carrier serves to contain and protect the plurality of manifolding units which make up the form while it is readily detachable therefrom and may be easily attached to serve the same purpose with another similar assemblage of manifolding units.

Other objects, advantages, and meritorious features of our invention will more fully appear from the following description, appended claims, and accompanying drawings, wherein:

Figure 1 is a perspective of the record runner or web which consists of original and triplicate record leaves alternately arranged,

Figure 2 is a perspective of the transfer runner or web which consists of transfer and duplicate record leaves alternately arranged,

Figure 3 is a perspective similar to Figure 2 of the same web or runner showing a modification,

Figure 4 is a perspective of a plurality of superimposed units wherein the webs of Figures 1 and 2 are interleaved,

Figure 5 is a perspective of our improved cover or carrier adapted to be associated with a form such as shown in Figure 4,

Figure 6 is a perspective of a modified form of the carrier shown in Figure 5,

Figure 7 is a perspective of a book embodying our improved carrier shown in Figure 5 and the manifolding form shown in Figure 4, and

Figure 8 is a perspective of a book embodying our improved carrier shown in Figure 6 and the manifolding form shown in Figure 4.

In the drawings we have illustrated in Figure 1 a runner or web consisting of a succession of clean surfaced record sheets fanfolded or arranged in a zigzag manner. The original record sheets are indicated as **10** and the triplicate record sheets as **12**. Lines of perforation **14** extend along the fold lines. In Figure 2 there is illustrated a runner or web consisting of a succession of alternately arranged transfer and duplicate record sheets. The transfer sheets are indicated as **16**; the duplicate record sheets as **18**. This runner is folded fanfold or arranged in a zigzag manner. The duplicate record sheets also serve as transfer sheets being carbonized on the lower side as indicated. The transfer sheets **16** are carbonized only on the lower side. In the form shown in Figure 2 there is no line of perforation extending along the fold line **17**, the runner being imperforate.

In Figure 4 we have illustrated the manner in which these two runners are interleaved together to form a manifold form to consist of a plurality of units. The arrangement is such that original record sheet **10** overlies the transfer sheet **16** and the duplicate record and transfer sheet **18** overlies the triplicate record sheet **12**. The corners of the transfer and duplicate record sheets are shown as folded back to exhibit the transfer surfaces.

In Figure 3 we have illustrated a modified

form of the runner shown in Figure 2. This runner consists of a transfer and duplicate record sheets **16** and **18** as does the runner shown in Figure 2. The only difference is that in Figure 3 the runner is shown as provided with lines of perforation **20** extending along the fold lines. These lines of perforation **20** have the perforations arranged at a greater distance than are the perforations in lines **14** of the runner illustrated in Figure 1 whereby the runner of Figure 3 is not weakened by the lines of perforation to the extent that the runner shown in Figure 1 is weakened. This is for the purpose hereinafter described. The construction shown in Figures 1, 2, and 4 are identical with Figures 1, 2, and 3 of applicants' parent case of which this is a continuation in part. Figure 3 represents a modification not shown in the parent case.

In Figure 5 we have shown our improved cover or carrier which is adapted for association with a zigzag or fanfold form of the type shown in Figure 4. This improved carrier may be formed of heavy paper or other material suitable for the purpose. It comprises a back **22** having flaps **24** hinged to opposite longitudinal edges or sides. It also has flaps **26** and **28** hinged to the opposite transverse edges or ends. This carrier is adapted to receive a manifolding form of the type shown in Figure 4 and as illustrated in Figure 7. The oppositely arranged flaps **24** are folded in between certain of the lowermost manifolding units so as to secure the entire plurality of units to the back. The flap **26** serves as a cover for the form when the units are arranged in a pile as shown in Figure 4 and as a support for the permanently connected transfer and duplicate record leaves when they are folded back into the position shown in Figure 7. The flap **28** serves as a stop sheet which is folded in below the manifolding unit upon which the entry is being made during the time of entry to prevent the inscription being transferred to one of the lower units. In this connection it is understood that these flaps **24**, **26**, and **28** may be secured to the back in any suitable manner. The word "flap" is used to indicate, throughout the specification and claims, any part hinged to the back **22** to serve a function of the flaps here shown.

Figure 6 illustrates a modified form of our carrier wherein the cover **26** is shown as provided with a flap portion **30** which is adapted to fold thereover as hereinafter described. This particular type of carrier is illustrated in use in Figure 8 wherein a manifolding arrangement of a plurality of fanfold units is shown associated therewith. In this arrangement the flaps **24** are folded in over certain of the lowermost units as was described in connection with the arrangement shown in Figure 7 and the stop sheet **28** is disposed in the manner described in connection with the arrangement shown in Figure 7 and the cover sheet **26** is also disposed in a manner similar to that heretofore described but in this construction the cover flap **30** is adapted to be folded over the pile of transfer sheets **16** and **18** so as to protect the same from smudging the hands of the operator or merchandise being handled by him.

In employing a manifolding form made up as herein described the stop sheet may be arranged underneath the uppermost unit and an inscription, made as an entry, written on the original record leaf **10**. The original record leaf **10** and the triplicate leaf **12** may then be detached along the line of perforation **14** and likewise detached from each other. The transfer leaf **16** and the transfer duplicate record leaf **18** which are permanently connected in their runner may then be folded back as shown in Figure 7. The succeeding unit may then be positioned above the stop sheet so as to receive an entry thereon and the operation continued. In the construction shown in Figure 8 the cover flap **30** is brought over the carbonized surface of the duplicate transfer leaf **18** so as to protect the same from smudging the hands of an operator or merchandise.

It will be seen that in this construction as shown and claimed and in our construction in the parent application, we employ one runner which is continuous. This runner has a record leaf arranged in each unit. This is the runner shown in Figure 2. The record leaf of this runner which which is arranged in a unit receives the entry made on the original record leaf in the unit. Due to this runner being continuous and maintained in a continuous form it affords a permanent record in one continuous strip to show all the entries which are made in the several units and which make up the book. This affords a ready reference to check against and prevents removal of any record sheet entries without showing a breakage in the runner.

In Figure 3 we have shown a modified form as compared with the form shown in our parent case. In this figure the transfer and duplicate record runner is perforated as at **20** but the lines of perforation are spaced so that this runner is not weakened to the extent that the runner of Figure 1 is weakened by its lines of perforation. Therefore the sheets though detachable are not so readily detachable as the sheets in the original record runner and will permit severance of such sheets without breakage of the sheet of transfer and duplicate record runner.

What we claim:

1. In a manifolding form having a plurality of manifolding units, a continuous runner folded zigzag into a succession of folds and record leaves interleaved with the leaves of each fold to form each unit, and a carrier for the plurality of manifolding units comprising a back having flaps folded inwardly from opposite sides over the leaves of one of the lowermost manifolding units and other flaps folded inwardly from other opposite sides above and below the uppermost manifolding unit.

2. A plurality of manifolding forms folded so that the successive units thereof are arranged in zigzag formation, and a carrier therefor comprising a back having flaps folded inwardly from opposite sides over certain leaves of the lowermost units and flaps folded inwardly from other opposite sides, one to serve as a cover for the plurality of units and the other to serve as a stop sheet between the units.

3. An arrangement of a plurality of manifolding units comprising two continuous runners each folded zigzag into a succession of folds and interleaved each with the other, successive folds of the two runners forming successive units, and a carrier therefor comprising a back having flaps folded inwardly from opposite sides over the leaves of the lowermost manifolding unit, and other flaps folded inwardly from the other two opposite sides one above and one below the uppermost manifolding unit.

4. A plurality of superimposed manifolding units comprising two continuous runners folded in zigzag form and interleaved each with the other, and a carrier for said superimposed plu-

rality of manifolding units comprising a back having side flaps folded in between and over certain of the lowermost manifolding units and having end flaps folded over said entire plurality of units.

5. A plurality of superimposed manifolding units comprising two continuous runners folded in zigzag form and interleaved each with the other, and a carrier for said superimposed plurality of manifolding units comprising a back having one flap folded over one of the lowermost manifolding units and a second flap folded over said plurality of units.

6. A manifolding form comprising a plurality of continuous runners folded zigzag and interleaved with each other into a succession of superimposed manifolding units and a carrier for such units comprising a back having one flap folded over one of the lowermost units and another flap folded over one of the uppermost units.

7. An arrangement of a plurality of manifolding units including a continuous runner folded zigzag into a succession of folds and a carrier comprising a back having a flap folded between two of said folds to secure the carrier and runner together, said carrier having another flap folded over said plurality of folds as a cover.

8. An arrangement of a plurality of manifolding units including a continuous runner folded zigzag into a succession of folds and a carrier comprising a back having a flap folded over said plurality of folds as a cover, a second flap folded over the longitudinal edge of one of the folds and in between the folds to secure the units to the carrier, and a third flap folded over the transverse edge of one of the folds and in between the folds to serve as a stop sheet.

9. An arrangement of a plurality of manifolding units including a continuous runner folded zigzag into a succession of folds and a carrier comprising a back having a flap folded over said plurality of folds as a cover, two other flaps folded over the opposite longitudinal edges of one of the interior folds and in between the folds, and a fourth flap folded over the transverse edge of an interior fold and in between the folds to serve as a stop sheet.

10. An arrangement of a plurality of manifolding units including a continuous runner folded zigzag into a succession of folds and a carrier comprising a back having a flap folded over said plurality of folds as a cover, a second flap folded over the longitudinal edge of one of the folds and in between the folds to secure the units to the carrier, and a third flap folded over the transverse edge of one of the folds and in between the folds to serve as a stop sheet, said cover flap provided with a flap portion adapted to fold inwardly over the cover flap.

11. An arrangement of a plurality of manifolding units including a continuous runner folded zigzag into a succession of folds and a carrier comprising a back having a flap folded between two of said folds and another flap folded over said plurality of folds as a cover, said last named flap provided with a flap portion adapted to fold inwardly thereover to cover the same.

12. An arrangement of a plurality of manifolding units comprising two continuous runners each folded zigzag into a succession of folds and interleaved each with the other, successive folds of the two runners forming successive units, and a carrier therefor comprising a back having flaps folded inwardly from opposite sides over the leaves of the lowermost manifolding unit, and other flaps folded inwardly from the other two opposite sides one above and one below the uppermost manifolding units, said uppermost flap provided with a covering flap adapted to be folded inwardly thereover.

13. An arrangement of a plurality of manifolding units comprising a continuous runner folded zigzag into a succession of permanently connected folds of permanently connected leaves and two detachable record leaves interleaved with the leaves of each fold to form each unit, and a carrier for the plurality of manifolding units comprising a back having flaps folded inwardly from opposite sides over one of the lower manifolding units and other flaps folded inwardly from the other opposite sides over the uppermost manifolding units.

14. An arrangement of a plurality of manifolding units comprising a continuous runner folded zigzag into a succession of permanently connected folds of permanently connected leaves, and two detachably connected record leaves removably interleaved with the leaves of each fold to form each unit and a carrier for the plurality of units having a pair of cover leaves overlying opposite sides of the plurality of units and other leaves interleaved between said units securing the carrier thereto.

15. A manifolding form comprising a plurality of continuous runners folded zigzag and interleaved with each other into a succession of superimposed manifolding units and a carrier for such units comprising a back having one flap folded in between certain of the units to secure the form to the back, a second flap folded in between other units to serve as a stop sheet and a third flap folded over said plurality of units to serve as a cover.

16. An arrangement of a plurality of manifolding units comprising two continuous runners, each runner folded zigzag and interleaved with the other, each runner having a weakened line of perforation extending along the fold lines, the first runner including original record leaves, the second runner including duplicate copy leaves, the lines of perforation of the first runner having severances in the aggregate of substantially greater extent than the aggregate severances of the corresponding lines of perforation of the second runner whereby the first runner is severable along its lines of perforation under substantially less tearing force than the second runner along corresponding lines of perforation.

17. An arrangement of a plurality of manifolding units comprising two continuous runners, each runner folded zigzag and interleaved with the other, each runner having a weakened line of severance extending along each of its fold lines, one runner consisting of original and triplicate record sheets and the other runner consisting of duplicate record and transfer sheets, said runner consisting of original and triplicate record sheets and having its lines of severance weakened to a substantially greater extent and having unbroken portions in the aggregate and along each line of severance of substantially less strength than the corresponding lines of severance of the runner consisting of duplicate record and transfer sheets.

18. A manifolding form comprising a plurality of continuous runners folded zigzag and interleaved with each other into a succession of superimposed manifolding units and a carrier for such units comprising a unitary blank of sheet material having a back portion shaped to overlie one

side of said plurality of units, said back portion having a flap integral with each margin thereof, one of said flaps being folded over the entire plurality of units as a cover and another of said flaps being folded in between certain of said units to secure the carrier thereto.

19. A manifolding form comprising a plurality of continuous runners folded zigzag and interleaved with each other into a succession of superimposed manifolding units and a carrier for such units comprising a unitary blank of sheet material having a back portion of a size adapted to overlie one side of said plurality of units, said back portion having a flap integral with one margin adapted to be folded in between certain of said units to secure the carrier thereto and having another flap integral with another margin adapted to be folded over said plurality of units, said last mentioned flap having a subsidiary flap integral therewith adapted to be folded thereover to embrace a unit.

20. A manifolding form comprising a plurality of superimposed manifolding units, a carrier therefor comprising a back overlying one side of said plurality of units, a flap carried by the back folded in between certain of said units securing them to the back, and a second flap carried by the back folded over said plurality of units as a cover therefor.

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