Dec. 26, 1933. L. F. URBAIN 1,941,236

CORRESPONDENCE BOOK

Filed July 20, 1931

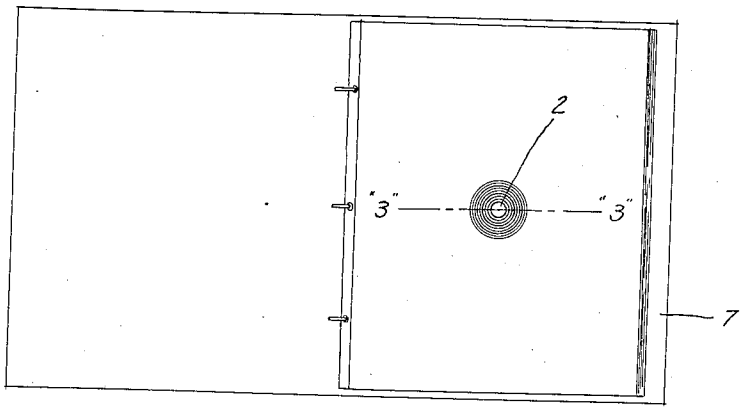


FIG. 1.

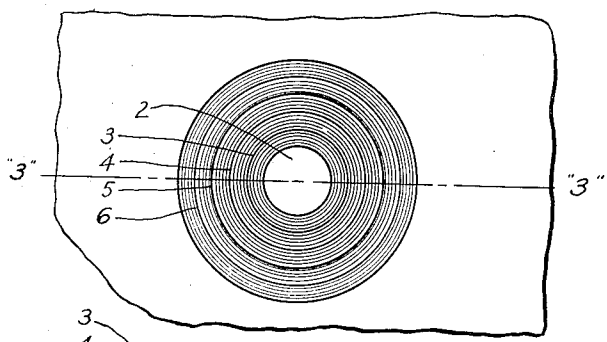


FIG. 2.

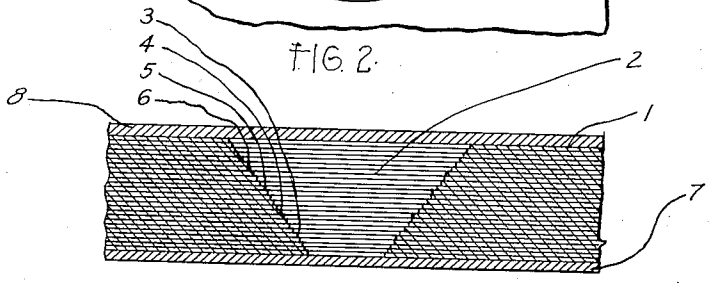


FIG. 3.

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CORRESPONDENCE BOOK

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4 Claims. (Cl. 129—15)

The present invention relates to a correspondence book containing pages, all of which are made of blotting paper or other absorbent material and has to do particularly with a device for conveniently holding letters to be signed and after a signature is affixed thereto.

The primary object of the invention is to provide a book which may be used by a stenographer or secretary to file correspondence as completed between sheets of blotting or absorbing paper until such correspondence can be approved and signed by the writer or dictator.

A second object of this invention is to provide a correspondence book that will blot the signature of the signer of letter automatically as the pages of the book are turned.

A third object of this invention is to provide a correspondence book which holds letters or items so as to conceal their contents from all until the writer is ready to sign such letters.

A fourth object of this invention is to provide a correspondence book which may hold addressed envelopes with the letters to which they belong and which will assure that the envelopes will remain with such letters.

A further object of this invention is to provide a correspondence book which may be manufactured in a plurality of page capacities from which the user may select a capacity best suited to his volume of correspondence, and having indicia from a casual examination of which the user may instantly learn the volume of correspondence he is called upon to sign.

These objects and such other objects as may hereinafter appear are obtained by the construction, arrangement and combination of elements illustrated in the accompanying drawing illustrative of a single embodiment of the invention, and in which:

Figure 1 shows a plan view of the improved correspondence book forming the subject matter of the present invention;

Figure 2 is a schematic detail of the apertures in the pages of the book providing indicia for the guidance of the user of the book; and

Figure 3 is a fragmentary transverse section on the line 3—3 of Figure 2, showing the front cover in place upon the sheets.

Like reference characters are used throughout the drawing and in the description to designate the same parts.

Heretofore it has been a common practice to place letters as typed by a stenographer in an open top desk tray for keeping until the dictator can approve and sign such letters. This custom necessitates the transferring of the letters from one place to another in a rather loose condition and is somewhat awkward and inconvenient, since the material consists of several loose sheets and loosely associated envelopes and possibly results at times in some of the sheets becoming soiled, edges torn, or corners being folded over. Many times the envelopes and letters become dissociated with resulting error in mailing. The letters were always open to the view of those passing the place where the letters were kept.

The present invention does away with all of these inconveniences. Figure 1 shows a book of the loose leaf type. It is not necessary to limit the device to a book of the loose leaf type since books of a plurality of page capacities can be made with permanent bindings from which a user can select one approximating the volume of his correspondence.

The pages in the book are indicated by the numeral 1. At the center of each page 1 is an aperture 2. The aperture may be differently positioned if desired. The pages 1 are formed of blotting or other absorbing sheets. The apertures or holes 2 through the sheets 1 are of different diameters so that the opening in a book resembles in configuration the shape of an inverted cone frustum. In the preferred form the holes 2 are formed of concentric arrangement and the holes become uniformly larger as the sheets are stacked one upon the other, the largest hole being at the top and the smallest at the bottom.

It will be observed in Figures 2 and 3 that every fifth page has a colored or otherwise treated margin or edge about the aperture 2, each fifth sheet being distinguished from the other sheets by a colored edge 3, 4, 5, and 6. When the correspondence book is used, the typed sheets, letters, or other papers are placed between the blotting sheets 1, the stack of letters beginning at the back 7 of the book and progressing upwardly, a letter to each sheet, to the front 8 thereof. From the colored edges 3, 4, 5, and 6, it will be possible for the dictator of the letters to approximate the number of letters in the book for his signature by mentally noting the number of blotting sheets 1 above the last inserted letter. Colored edges 3, 4, 5, and 6 assist in rapidly computing the number of unused blotting sheets.

The hole 2 in the center of each blotting sheet eliminates the possibility of the signer overlooking any letter in the book for if there are any letters between any blotting sheets 1, the back

7 of the book will not be visible through the lowermost aperture 2.

Loose leaf books of any capacity may be readily provided to meet any needs of the user.

Having described my invention, what I claim is new and desire to secure by Letters Patent of the United States is:

1. A correspondence book comprising a plurality of sheets of absorbent material, there being an aperture in each of said sheets, and said apertures in adjacent sheets being of increasing size and disposed about a common axis to effect a figure with sides converging downwardly within the body of said sheets.

2. A correspondence book comprising a group of apertured sheets of absorbent material, there being a single inverted truncated coniform opening extending through said entire group and formed by alining said sheets.

3. A correspondence book comprising a group of apertured sheets of absorbent material, a part of said apertures having colored edges, there being an aperture through said group of sheets and having a continuous wall, all portions of which are arranged angularly to the plane of said sheets, said aperture wall being co-formed by the edges of the apertures in said sheets, and the sheets having apertures with colored edges being distributed at selected intervals through said group.

4. A correspondence book comprising a group of apertured sheets of absorbent material, a part of said apertures having colored edges, there being an aperture traversing said group of sheets and having a continuous wall configuring an inverted truncated cone, said aperture wall being co-formed by the edges of the apertures in said sheets, and the sheets having apertures with colored edges being distributed at selected intervals through said group.

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