J. C. GREEN.

COMBINATION FORM AND SHEET FOR BOOKKEEPING MACHINES.

APPLICATION FILED JULY 27, 1918.

1,324,665.

Patented Dec. 9, 1919.

2 SHEETS--SHEET 1.

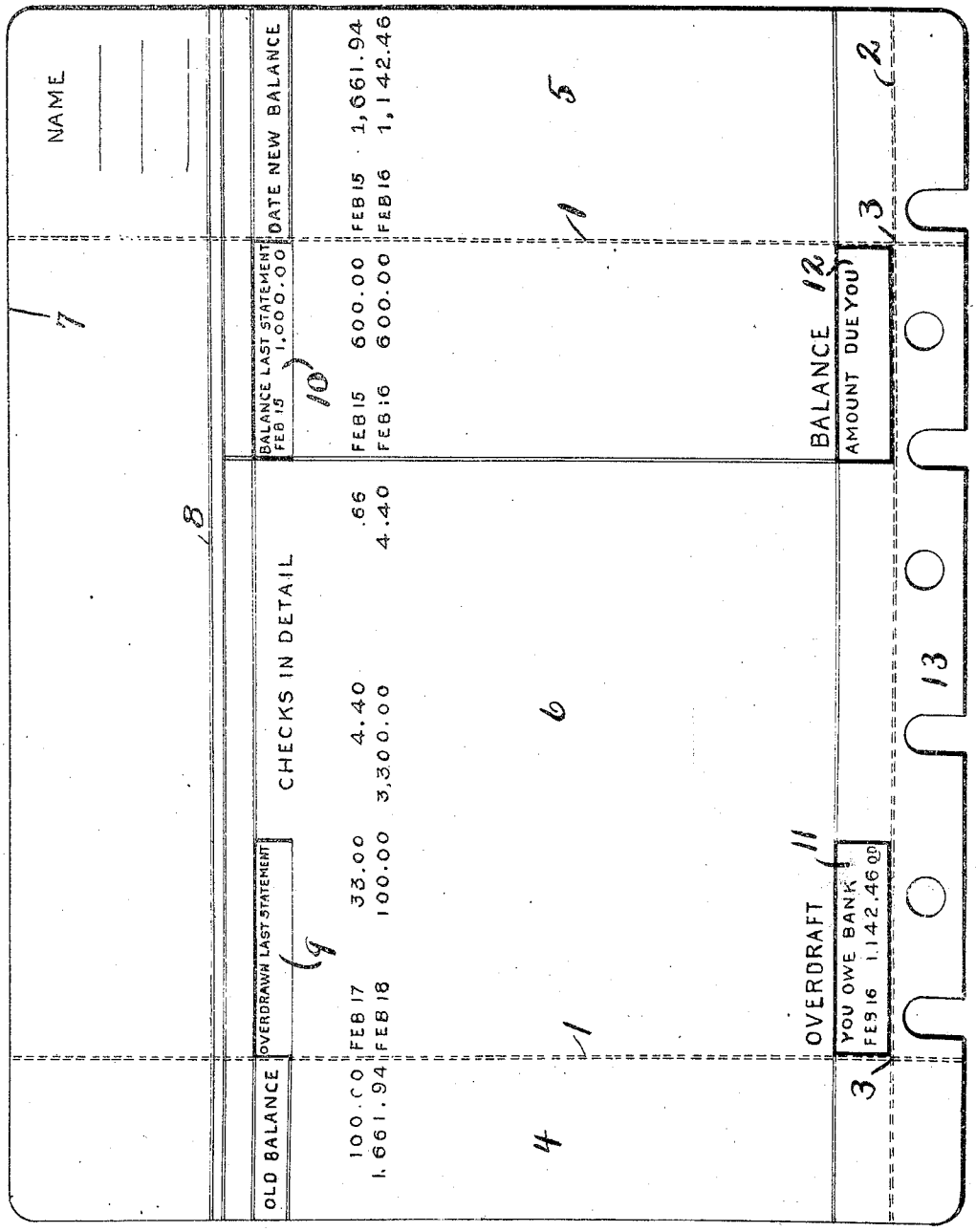


Fig. 1.

Inventor

J. C. GREEN.

By E. G. Siggers & Co.,

his Attorneys.

J. C. GREEN.

COMBINATION FORM AND SHEET FOR BOOKKEEPING MACHINES.

APPLICATION FILED JULY 27, 1918.

1,324,665.

Patented Dec. 9, 1919.

2 SHEETS—SHEET 2.

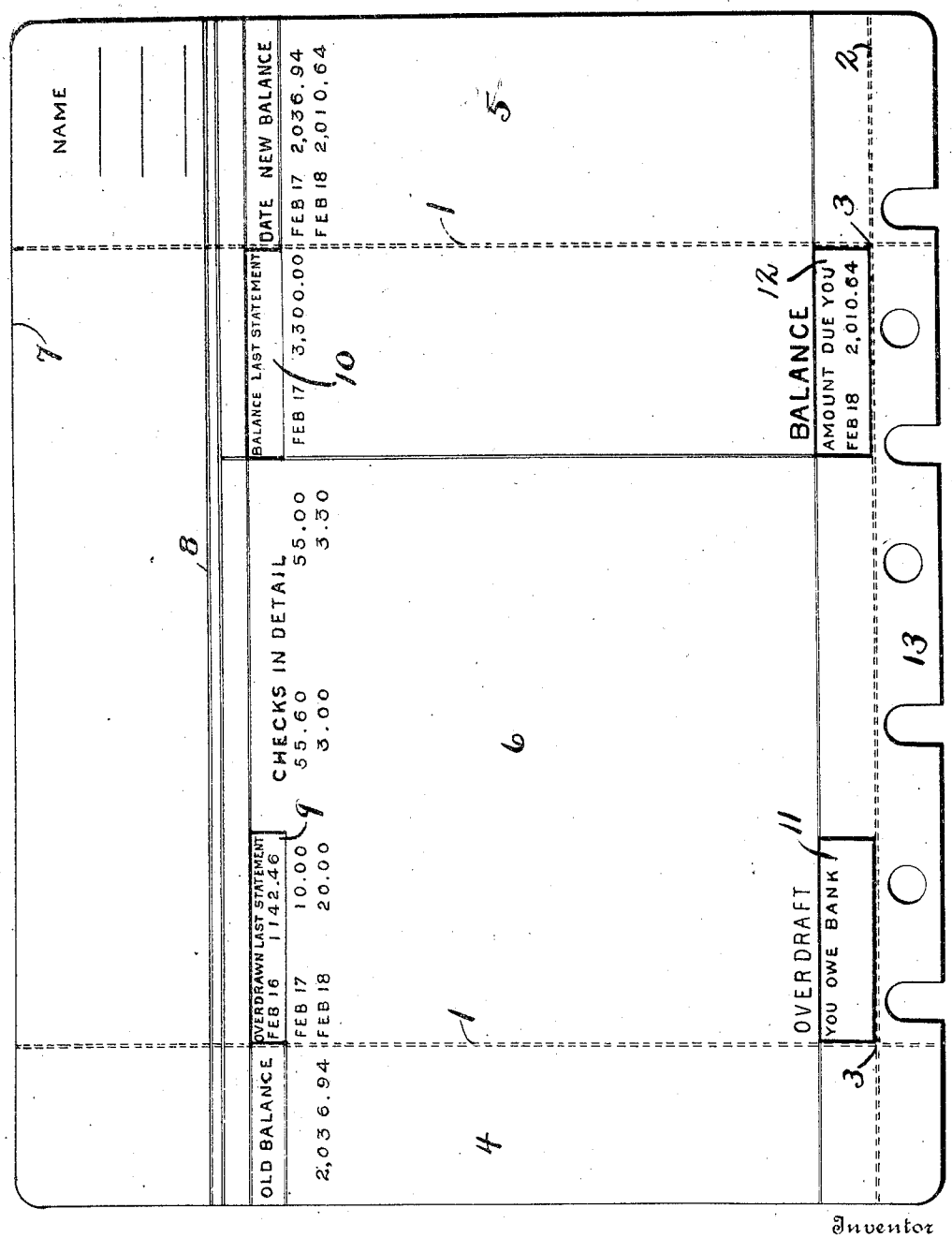


Fig. 2.

Inventor

J. C. GREEN.

By E. E. Wooman & Co,

Attorneys

UNITED STATES PATENT OFFICE.

JOHN C. GREEN, OF ONAKA, SOUTH DAKOTA.

COMBINATION FORM AND SHEET FOR BOOKKEEPING-MACHINES.

1,324,665. Specification of Letters Patent. Patented Dec. 9, 1919.

Application filed July 27, 1918. Serial No. 247,078.

To all whom it may concern:

Be it known that I, JOHN C. GREEN, a citizen of the United States, residing at Onaka, in the county of Faulk and State of South Dakota, have invented certain new and useful Improvements in Combination Forms and Sheets for Bookkeeping-Machines, of which the following is a specification, reference being had therein to the accompanying drawings.

This invention relates to an improved combination form and sheet for a book-keeping machine, and is especially adapted to the Burroughs adding and book-keeping machine, and the principal object of my invention is the construction of a sheet with four "boxes" or compartments formed contiguous to or adjoining lines of perforations formed on the sheet, so as to readily post or advise a customer of a bank as to the standing of his account with the institution, when the central body of the sheet is handed to the customer as a notice to him of the condition of his account with the bank.

With this and other objects in view, the invention consists of certain novel constructions, combinations, and arrangements of parts, as will be hereinafter fully described and claimed.

In the drawings:

Figure 1 shows my improved sheet with certain records and advisory disclosures thereon, while

Fig. 2 is a view similar to Fig. 1 but having disclosed thereon figures, etc., showing the customer's account with the bank brought forward from the sheet shown in Fig. 1.

Each sheet comprises a single piece of paper or like material divided, near its ends, by transverse lines of perforations, 1, 1, and further divided longitudinally by a line of perforations 2, which intersect, at 3, the transverse lines of perforations 1.

The lines of perforations 1, 1, near the ends of the sheet, divide the sheet into stub strips 4 and 5 and a customer strip or auxiliary sheet 6.

Between the upper line 7 and line 8 is a space known as the "heading space" of the entire sheet, and formed below the heading space inclosed by lines 7 and 8 and parallel therewith, are what I style "boxes" 9 and 10; each heading-space left box 9 and right box 10 is, preferably, located under all of the headings and titles within the space between the lines 7 and 8, and each box is specifically disclosed by a heavy border line to cause the box to "stand forth" or be conspicuous on the sheet, for ready reference, and it is to be especially noted that the outer end of each box is formed on the line 1 of perforations, so that when the customer or auxiliary sheet 6 is handed to the customer, a ragged edge will be shown along the outer end of each box, proving to or notifying the customer that the auxiliary sheet 6 is an official issuance from the bank, and by reason of the placing of the outer ends of the boxes 9 and 10 on a line of perforations when the auxiliary sheet 6 is received by the customer, these boxes will be additionally prominent on the sheet notwithstanding their heavy border lines.

The sheet is provided with a pair of boxes 11 and 12 formed by heavy border lines and the outer and lower lines of each box are formed upon the perforated lines 1 and 2 respectively, so that when the customer receives the auxiliary sheet 6, the ragged edges of the outer and lower portions of each box will further validate the sheet 6 and the totals disclosed thereon, besides by reason of these boxes being formed in the lower corners of the auxiliary sheet 6 makes these boxes and the printed advisory statement therein stand out more prominently, and can be readily appreciated by the customer receiving the advisory sheet 6.

It will be understood that the placing of the boxes with their outer ends upon the lines of perforations 1 and 2 is an important discovery of mine, as well as the placing of the lower line of each left box 11 and right box 12 along the lower line of perforations 2, all of which arrangements and constructions have been found by me to be of material advantage and of great importance in the actual keeping of a customer's account and the customer advised as to his balance or overdraft with the bank.

To better understand the function of my improved sheet and the great importance of the peculiar arrangement of the boxes on the complete sheet, as shown on Figs. 1 and 2, it will be noted that on the sheet shown in Fig. 1, an account starts out on Feb. 15th with a balance of $1,000.00 shown in box 10, the balance shown on the last statement rendered the customer of the bank. Checks and deposits come in on succeeding days that throw the account to the other side of

the ledger, where it becomes an overdraft of $1,142.46, see box 11; the whole sheet is torn along the lines of perforations 1 and 2, and the customer or auxiliary sheet 6 is handed or mailed to the customer, upon receiving the inner or auxiliary sheet 6, stripped of the strips 4 and 5 and the lower stub-strip 13, the boxes 9, 10, 11, and 12 show conspicuously on the sheet by the tallying lines of perforations shown at the ends of each box, and also along the lower longitudinal edge of boxes 11 and 12, the customer will know that this is a true disclosure of the condition of his account with the bank and that the sheet 6 has been mailed to him by the bank; the bank, in mailing this sheet 6 to its customer, wants him to emphatically understand that his account is overdrawn, hence, it is shown down in the lower left hand corner box 11—"Overdraft." Then on sheet 2, I have shown the same account brought forward, the overdraft amount appearing in the box 9 (which is the subtract side of the machine doing this work). The customer then comes to the bank, deposits $3,300 (see place on Fig. 2 under box 10) puts the amount where it belongs, and the balance is taken off at the right-hand side in the lower right-hand corner, in box 12, showing the customer's balance, that he can not mistake or misunderstand.

In addition to the aforesaid advantages of my improved sheet and the construction or form thereof, it will be readily understood that my sheet is more intelligible to the customer of the bank, it brings the work on the machine to its highest point in efficiency, setting forth overdraft (minus) and balance (plus) totals where they naturally come, making two complete sides to the statements, as should be, and as is understood by book-keepers.

What I claim is:

1. As a new article of manufacture, a sheet and form of the class described for use upon a bookkeeping machine, comprising a sheet divided by a pair of transverse lines of perforations and a longitudinal line of perforations intersecting said transverse lines, said lines of perforations dividing the sheet into end strips, a customer sheet and a stub-strip, said sheet provided with a heading-space, right and left boxes formed by prominent lines near the heading-space and each box having its outer end formed on one of the transverse lines of perforations, and right and left additional boxes formed by prominent lines near the bottom of the customer sheet having their outer ends formed on the transverse lines of perforations, substantially as shown and described.

2. As a new article of manufacture, a sheet and form of the class described for use on a bookkeeping machine, comprising a sheet divided by lines of perforations into a central customer sheet and marginal strips, and four heavily-outlined boxes formed thereon and near the four corners of the customer sheet and having edges of the boxes formed upon the lines of perforations, substantially as shown and described.

3. As a new article of manufacture, a sheet and form of the class described for use on a bookkeeping machine, including a central customer sheet and end strips, and four heavily-outlined boxes formed contiguous to the four corners of and having their outer ends at the edges of the customer sheet, substantially as shown and described.

In testimony whereof I hereunto affix my signature.

JOHN C. GREEN.