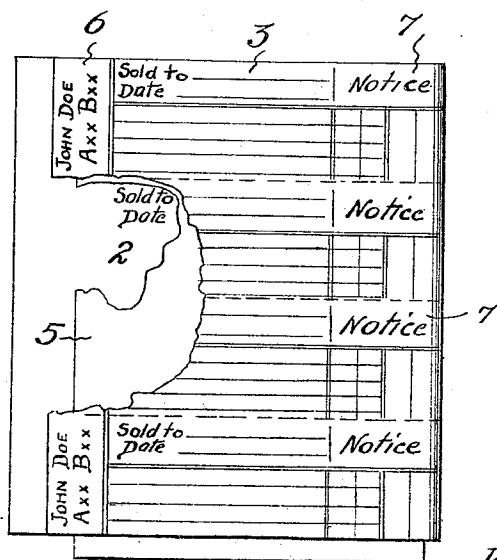
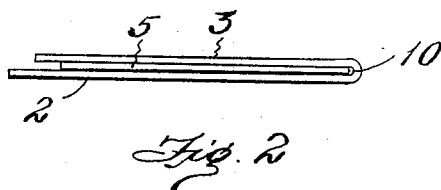
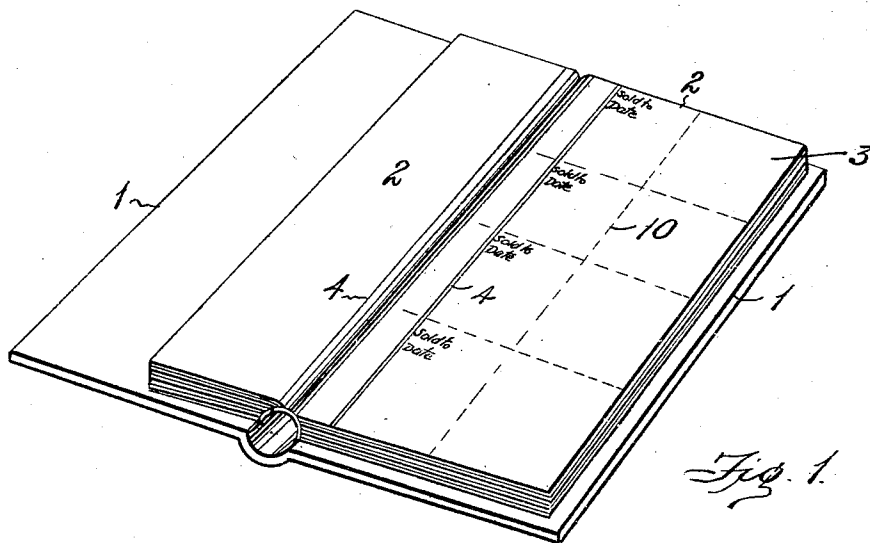


J. W. HARTLEY.
 COMBINED BILLING AND JOURNAL SHEET.
 APPLICATION FILED FEB. 4, 1908.

945,527.

Patented Jan. 4, 1910.
 2 SHEETS—SHEET 1.



WITNESSES:

Thym Davis
W. D. Adams

Fig. 3.

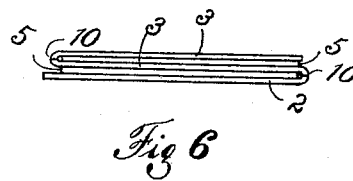
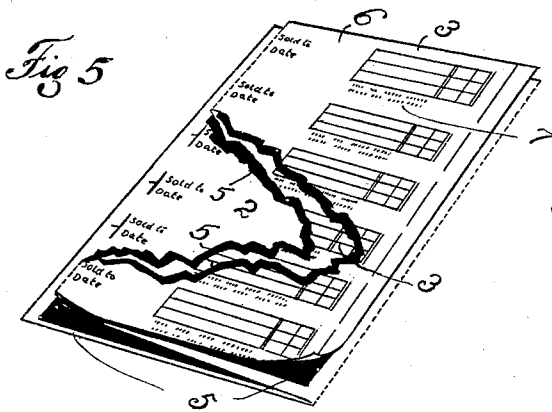
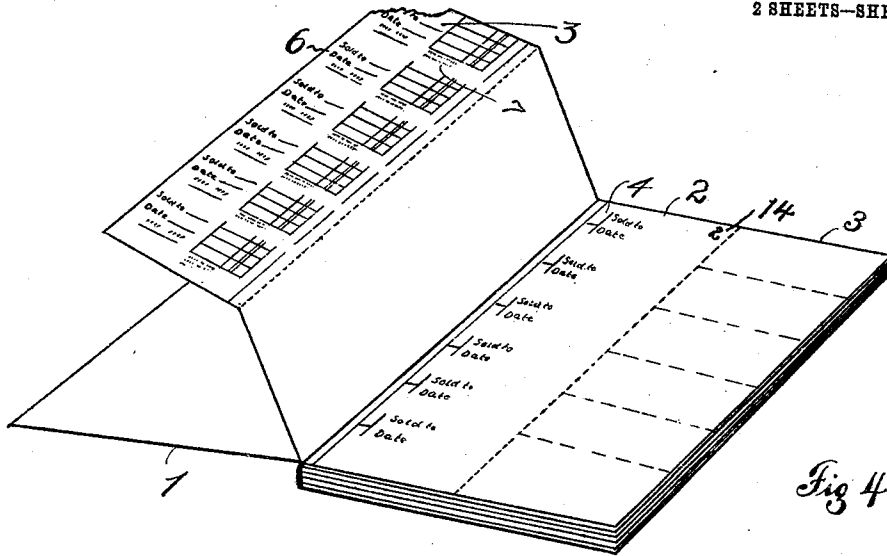
INVENTOR
James W. Hartley,

BY *John M. Spellman*
 ATTORNEY

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WITNESSES:

E. V. H. Shaway,
 Lynn Davis

INVENTOR
 James W. Hartley,
 BY *John M. Spellman*
 ATTORNEY

UNITED STATES PATENT OFFICE.

JAMES WILLIAM HARTLEY, OF HOUSTON, TEXAS, ASSIGNOR OF ONE-HALF TO A. J. DOW, OF HOUSTON, TEXAS.

COMBINED BILLING AND JOURNAL SHEET.

945,527.

Specification of Letters Patent.

Patented Jan. 4, 1910.

Application filed February 4, 1908. Serial No. 414,157.

To all whom it may concern:

Be it known that I, JAMES W. HARTLEY, citizen of the United States, residing at Houston, in the county of Harris and State of Texas, have invented certain new and useful Improvements in Combined Billing and Journal Sheets, of which the following is a specification.

My invention relates to new and useful improvements in combined billing and journal sheets, and more particularly to that class of sheets which are designed to be bound up in book form.

The object of the invention is to provide a device of the character described so arranged that when a number of said sheets are bound up in book form each sheet will serve a purpose of a billing sheet, a duplicate billing sheet, and a journal page at the same time.

Another object of the invention is to provide a sheet of the character described so arranged that when a number of said sheets are bound up in book form the book thereby formed will serve as a permanent journal, after the bills have been removed.

A still further feature of the invention resides in the provision of blank spaces upon the sheets to be used for the purpose of the printing of optional matter.

Other objects of the invention will be apparent from the detailed description herein-after, when read in connection with the accompanying drawing, forming a part hereof wherein a preferable embodiment of my invention is shown, and wherein like numerals of reference refer to similar parts in the several views.

In the drawings, Figure 1 is a view in perspective of my improved sheet in book form and in position open for use. Fig. 2 is an end view of one of the sheets folded, Figs. 3 and 5 are face views of one of the sheets folded and having a part broken away to show a part of the carbon sheet or sheets and journal sheet below, Fig. 4 is a perspective view of an open book showing my improved billing sheet folded and ready for use, and Fig. 6 is an end view of one of the sheets folded in triplicate.

Referring now more particularly to the drawings, the numerals 1 designate the book covers.

The numerals 2 designate the journal

sheets which remain after the billing portions of the sheets have been removed.

3 represents that portion of the sheet which is intended to be removed or torn away in the form of bills.

The reverse side of the billing portion of the sheet is shown in Figs. 1 and 4, while in Figs. 3 and 5 face views of that portion are shown.

The line 4 represents a score or other weakened portions in said sheets in case it is desired to retain the journal portion in book form.

The numeral 5 designates a carbon sheet in the position which it will occupy while the order is being written and simultaneously manifolded upon the journal portion of the sheet. Each sheet is divided into two or three parts by a vertical line or lines of perforations 10 in Fig. 1 in order that the outer part may be folded over the inner part, as shown in Figs. 3, 5 and 6. It is intended that the carbon sheet or sheets be placed between these portions face down as is also shown in Figs. 3 and 5.

The billing portion of the sheet is provided with suitable spaces for names, dates and items of accounts and also has marginal provision for printed matter and notice, as indicated by numerals 6 and 7 in Figs. 3, 4 and 5.

It is obvious that when bills are entered on the top or billing part of the sheet, duplicate copies of the same will be transferred to both the duplicating sheet and the journal part thereof, and it is also obvious that the carbon sheet or sheets will be securely held in place after being inclosed by the inward and outward folds of the paper when the billing sheet is thrown into position for billing. Attention is also directed to the fact that each sheet is made to answer the purpose of two or three, and as the billing sheets are only folded back as used, the binding has to accommodate only half the quantity of paper that would be necessary with two sheets separate, independent, and bound the one over the other; thus a less cumbersome journal book will be provided when the billing portion of the sheet is torn away.

The number of bills on each billing sheet may be varied as desired, and the sheet may be scored or perforated to form the same into a number of individual bills,

which may be separately removed or torn out.

The journal sheets may be numbered, for instance, page 2 indicated at 14—so that when all the billing sheets are exhausted, the covers may be cut down to the size of the stub or journal sheet and a well bound and properly paged journal will thus be obtained in permanent form.

10 What I claim, is:

1. A book of the character described comprising a series of combined billing and journal sheets bound together at one edge, each sheet having a longitudinally extending weakened line whereby the free portion of the sheet may be folded over onto the secured portion thereof, the upper surface of the secured portion being divided into a number of spaces having permanent designations indicating matter to be inserted therein and the under surface of the free portion of the sheet bearing similarly designated spaces, whereby the data on the latter may be transferred to the former, and both the under face of the free portion and the upper face of the secured portion thereof being transversely divided into similar spaces so that the outer portion of the sheet may be detached and sub-divided for use as separate bills.

2. A book of the character described comprising a series of combined billing and journal sheets bound together at one edge, each sheet having a longitudinally extending weakened line whereby the free portion of the sheet may be folded over onto the secured portion thereof, the upper surface of the secured portion being divided into a number of spaces having permanent designations indicating matter to be inserted therein and the under surface of the free portion of the sheet bearing similarly designated spaces, whereby the data on the latter may be transferred to the former, and both the under face of the free portion and the upper face of the secured portion thereof being transversely divided into similar spaces so that the outer portion of the sheet may be detached and sub-divided for use as separate bills, and the inner portion of each sheet bearing a page number whereby the ledger may be indexed upon the removal of the bill portions of the sheet.

In testimony whereof I have signed my name to this specification in the presence of two subscribing witnesses.

JAMES WILLIAM HARTLEY.

Witnesses:

WM. A. CATHEY,
A. SCHLAFLI.