Nov. 17, 1953 E. J. CZERNIAWSKI 2,659,512

FILING DEVICE

Filed Aug. 9, 1950

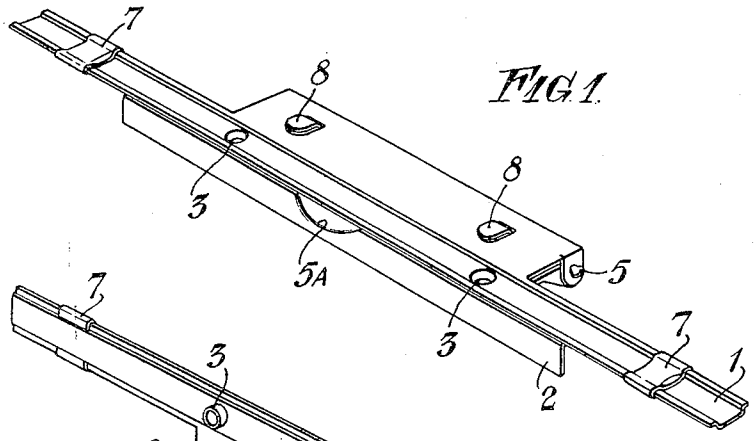



FIG. 1.

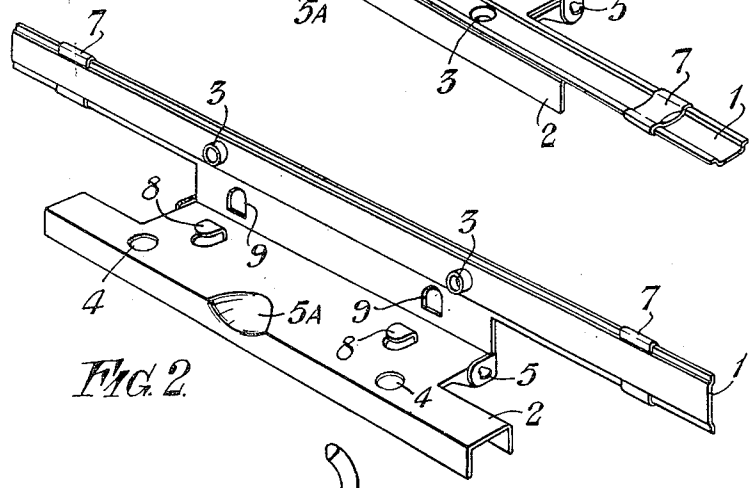



FIG. 2.

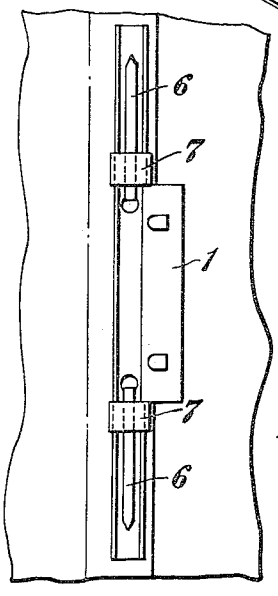



FIG. 3.

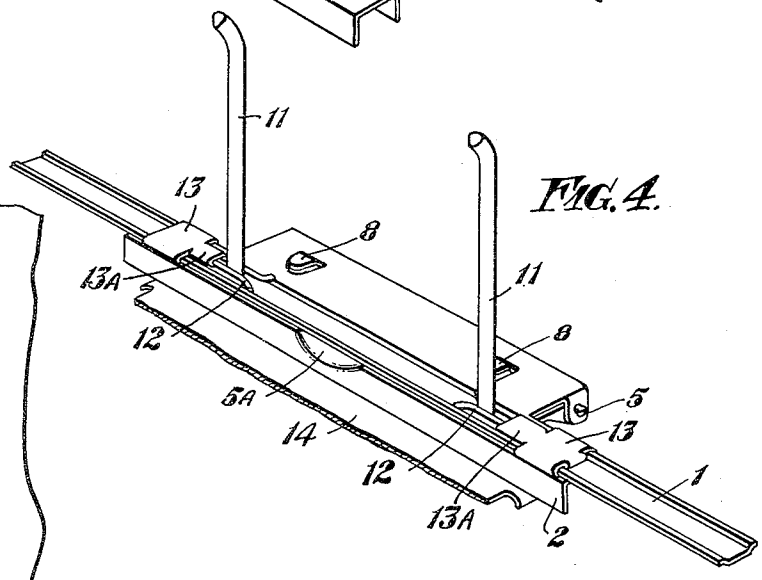



FIG. 4.

INVENTOR
EMIL JERZY CZERNIAWSKI
BY Hasselton, Lake & Co.
AGENTS

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## FILING DEVICE

Emil Jerzy Czerniawski, Bracknell, England

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7 Claims. (Cl. 129—7)

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This invention relates to filing devices for use with files containing sheets of paper and the like and is more particularly concerned with a device for cutting holes in sheets of paper by which the sheets are secured in a file, which device may also be used for holding the said sheets on the fasteners or lever arch of a file.

It is an object of the present invention to provide a device having punches for cutting holes in a sheet of paper or the like, through which punches the paper retaining staples of a file can also be passed.

For a better understanding of the invention and to show how the same may be carried into effect, reference will now be made to the accompanying drawings in which,

Figure 1 shows in perspective a device according to the invention in the closed position for use in flat files,

Figure 2 shows in perspective the device of Figure 1 in an open position,

Figure 3 is a plan view of the device of Figures 1 and 2 in use in a flat file,

Figure 4 shows in perspective a modified device according to the invention for use on lever-arch files.

The device as applied to flat files is shown in Figures 1–3, and it will be apparent that it consists principally of two members, namely a punch bar 1 and a channel section base member 2, both members being made from thin metal strip. The punch bar 1 has two hollow dies 3 of annular shape set therein, both dies registering with holes constituting apertures 4 in the base member 2. The central portions of the base member and the punch bar have rectangular lateral extensions and the two members have a hinged connection 5 at the rear of these lateral extensions. A cavity 5A in the base member permits a finger to be inserted for the separation of the punch bar and base member.

The dies 3 and apertures 4 are spaced by a distance equal to that between the roots of the strip fasteners 6 of a file. These fasteners 6 are flexible and may be bent through 90° along the length of the punch bar 1. Once bent, they are secured in position by slides 7, sliding on the punch bar 1 (as shown in Figure 3). To enable the punch bar more effectively to hold papers in position in a file and to accommodate the file strips 6, it is made of greater length than the base member 2. In addition, there are two spaced claw-like projections 8 in the central portion of the base member, disposed along a line adjacent and

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parallel to the hinge 5, there being corresponding apertures 9 in the punch bar.

A similar construction of the device is shown in Figure 4, but modified to be applicable to lever-arch files. Only part of the base 14 and the fixed prongs 11 of the lever-arch are shown. The difference between this embodiment and that described with reference to Figures 1 to 3, lies in the form of the sliders 13, the other parts being precisely similar. Since it would not be possible to use a simple slider in conjunction with the prongs 11 of the lever-arch, the sliders 13 carry clips 12 on their facing ends. Each clip consists of a U-shaped wire, the base of the U being contained within the slider 13 and a C-shaped clamp 13A made integral with the slider. The clamp 13A is of smaller width than the slider 10 and holds the two ends of a clip 12 at such a distance apart that they resiliently grip the associated prong 11 when faced thereon.

In using either of the devices of Figures 1 to 3 or 4, an unpunched sheet of paper is placed on the base-member 2, and the position of the edge of the paper fixed by inserting it beneath the claws 8. Holes are then punched in the paper by closing the punch-bar 1 flat on the base member 2 by hand pressure. The sheet of paper is then removed and may be placed on the file fasteners 6 of a flat file, or on the prongs 11 of a lever-arch file, the device having its dies and apertures entered over the file strips 6 or prongs 11. The sliders 7 are moved along and secured over the bent fasteners 6, or the sliders 13 are moved along until the clips 12 resiliently grip the prongs 11, as the case may be.

Various modifications may be made to the particular embodiments described hereinabove. For example, the base member 2 and the punch bar 1 of either of the embodiments shown in Figures 1 to 3 and Figure 4, may have the same width throughout their length. In these same embodiments the hinged connection between the punch bars 1 and the base member 2 may be omitted, and the base member secured to one of the inside edges of the file by two studs which extend through the base member and register with locating apertures formed in the punch bar, thus locating the punch bar. A sheet of paper can be punched in the manner previously described, the punch bar being however then removed from the base member, the paper placed on the fastening strips or prongs of the file, and the punch bar used as a simple flat retaining bar.

I claim:

1. A device for use with files having staples for

retaining sheets of paper and the like, comprising a punch bar with two hollow dies having cutting edges for cutting holes in sheets of paper and the like and for receiving the staples of a file, said dies being disposed in spaced relation along the bar, a base member having two apertures therein for receiving the dies and the staples of a file, said apertures being spaced in the same relation as the two dies of the punch bar, means on said punch bar for co-operation with the staples of a file when said staples have been passed through the dies and apertures to hold the punch bar in a desired location upon the staples.

2. A device as claimed in claim 1, wherein the dies and apertures are of annular shape.

3. A device as claimed in claim 1, and further comprising a hinged connection between a side of said punch bar and a side of said base member.

4. A device as claimed in claim 1, and further comprising a rectangular lateral extension over the central section of said punch bar, a corresponding lateral extension on said base member and a hinged connection effective between the free ends of the lateral extensions.

5. A device as claimed in claim 1, and further comprising two spaced raised claws on said base member, which claws are disposed along a line



parallel to that which connects the dies, said claws serving to position a sheet of paper in which holes are to be cut by the punch bar.

6. A device as claimed in claim 1, wherein the means adapted to co-operate with the paper retaining staples of a file comprise two-equivalent sliders on said punch bar it being possible to retain the staples between the sliders and the punch bar.

7. A device as claimed in claim 1, wherein the means adapted to co-operate with the staples of a file are two equivalent sliders, there being also U-shaped flexible wires attached to each of said sliders, the arms of which are adapted to grip the staples of a file.

EMIL JERZY CZERNIAWSKI.

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