April 24, 1945. J. ERTOLA 2,374,275

PAY ENVELOPE

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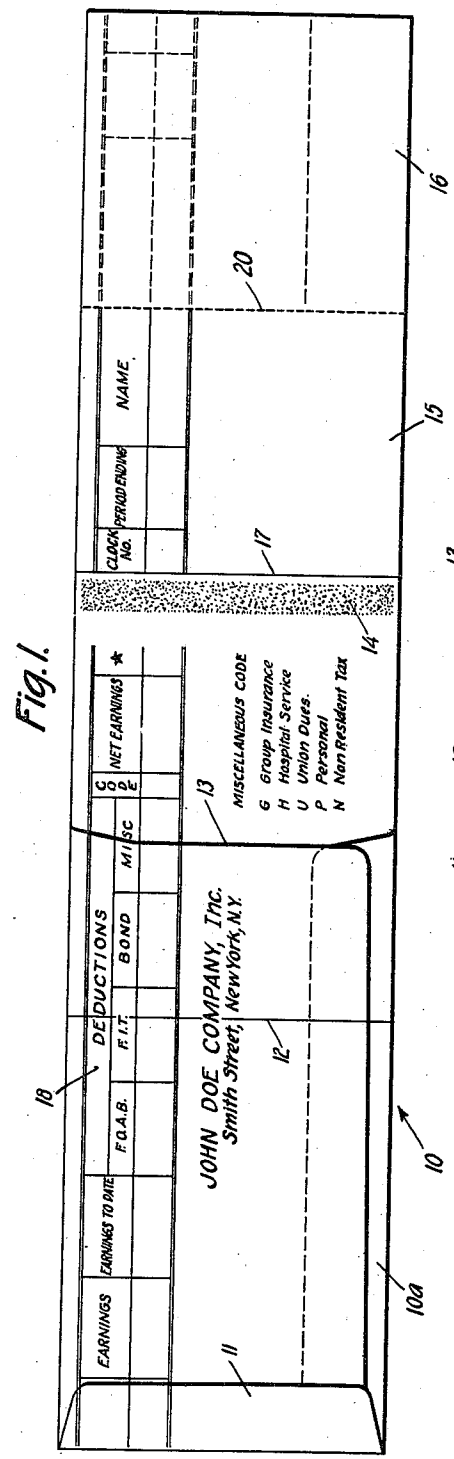


Fig. 1.

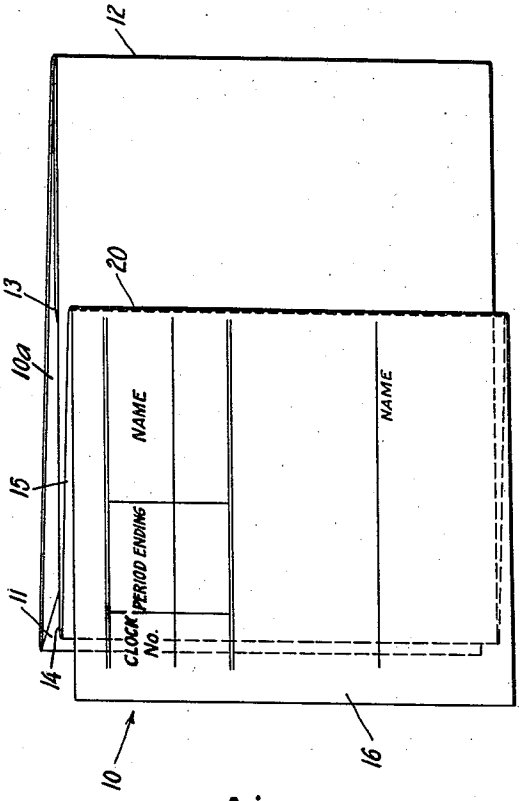


Fig. 2.

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PAY ENVELOPE

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4 Claims. (Cl. 283—1)

This invention relates to an improved pay envelope having provisions for a detachable receipt, provisions for concealing confidential information in the envelope as folded, and having a safety feature to prevent a loss of coins.

It is undesirable for employees to see confidential data on other employees' pay envelopes, such as the amount of pay and the deductions therefrom, but at the same time that data must be attached to or enclosed with the pay due.

The present invention provides a space for the necessary data on the envelope which is folded within the envelope and is not accessible to unauthorized persons. However, the pay envelope must be readily identified by both the employee and the pay master. To that end, I provide an identification slip and a similar detachable receipt connected thereto at the end of the pay envelope, indicating the identification of the employee, the receipt being adapted to receive the employee's signature.

One object of the invention is to provide a pay envelope in which confidential information can be applied to the envelope but folded therewithin when the envelope is ready for delivery.

Another object of the invention is to provide a pay envelope with a detachable receipt.

Another object of the invention is to provide a pay envelope with a detachable receipt and a similar attached identification memorandum.

Another object of the invention is to provide a pay envelope adapted to be so folded that coins or bills cannot fall out.

Other and incidental objects of the invention will be apparent from a reading of the following specification and an inspection of the accompanying drawing, in which

Figure 1 illustrates the pay envelope extended for the entry of the confidential information thereon; and

Figure 2 shows the pay envelope folded.

Referring first to Figure 1, the envelope generally is referred to at 10 and is closed at the left end by the flap 11, the upper end of the envelope being shown at 13. The envelope is provided with a score line 12 on which the envelope is adapted to be folded so that the sealing strip 14 meets the flap 11.

Although sealing material is shown at 14 for securing the envelope in closed position, it may be desirable to use staples or other securing means. It will be apparent that when coins and bills are placed in the portion 10a of the envelope and it is folded on the score line 12 with the portion 14 secured to the flap 11, it is impossible for anything to fall out of the envelope. It is on this inside surface of the envelope that entries of the amount of pay, the several deductions, etc., are marked at places generally indicated at 18. This information is provided on the pay envelope before it is sealed so that when it is sealed with the portion 14 against the flap 11 all this information is completely covered.

At the end of the envelope there is an identification slip 15 separated from the rest of the envelope by a score line 17 so that when the portion 14 is secured against the portion 11 this identification slip may be folded back on the outside of the envelope. This serves to identify the employee for whom the envelope is intended. A receipt 16 having substantially the same form as the identification slip 15 is formed from the same piece of paper and preferably separable from the identification slip by a weakened line portion or perforated portion 20 so that the receipt may be readily torn off.

The pay envelope is made up, or in other words filled out, as usual by machine and after the machine operator has finished, the receipt 16 is preferably torn off. The receipt 16 is given to the employee who signs it and presents it when he receives the pay envelope. Alternatively receipt 16 may be left attached to the envelope and the employee will sign it and return it when the pay envelope is given to him.

If staples are used to secure the envelope, the part 15 may be stapled back on the outside of the envelope when it is folded into position as in Figure 2, rather than being left in extended position.

I have described what I believe to be the best embodiments of my invention. I do not wish, however, to be confined to the embodiments shown, but what I desire to cover by Letters Patent is set forth in the appended claims.

What I claim is:

1. A pay envelope comprising an envelope portion sealed at one end, a score line across the envelope portion extending from side to side of said envelope portion intermediate the ends thereof, the front panel of said envelope portion having an extension beyond the other open end of the envelope portion, said score line being constructed to facilitate the bending of the envelope portion along said score line with said front panel on the outside, and being positioned to bring said sealed end and the outer end of said extension together, one of said two latter ends having adhesive to permit attachment of said latter ends together, the rear panel of said envelope portion

being adapted to contain printed matter thereon which is concealed when said envelope portion is folded along said score line, an identification member attached to said extension beyond the points of attachment of said sealed end and said extension end, and a receipt member removably attached to the identification member.

2. A pay envelope comprising an envelope portion sealed at one end, a score line across the envelope portion extending from side to side of said envelope portion intermediate the ends thereof, the front panel of said envelope portion having an extension beyond the other open end of the envelope portion, said score line being constructed to facilitate bending of the envelope portion along said score line with said front panel on the outside, and being positioned to bring said sealed end and the outer end of said extension together, one of said two latter ends having adhesive to permit attachment of said latter ends together, the rear panel of said envelope portion having a printed form for the reception of confidential information which is concealed when said envelope portion is folded along said score line, said score line extending inwardly from the open end of the envelope portion towards its sealed end, whereby when said envelope portion is folded along said score line, objects inserted in the envelope portion cannot fall out.

3. A pay envelope comprising an envelope portion sealed at one end, a score line across the envelope portion extending from side to side of said envelope portion intermediate the ends thereof, the front panel of said envelope portion having an extension beyond the other open end of the envelope portion, said score line being constructed to facilitate bending of the envelope portion along said score line with said front panel on the outside, and being positioned to bring said sealed end and the outer end of said extension together for attachment, the rear panel of said envelope portion containing a printed form for the reception of confidential information which is concealed when said envelope portion is folded along said score line, said score line extending inwardly from the open end of said envelope portion towards the sealed end thereof, whereby when said envelope portion is folded along said score line, objects in said envelope portion are retained therein, and a detachable slip beyond said extension.

4. A pay envelope comprising an elongated envelope portion sealed at one end, a score line across the envelope portion extending from side to side of said envelope portion intermediate the ends thereof, the front panel of said envelope portion having an extension beyond the other open end of the envelope portion, said score line being constructed to facilitate bending of the envelope portion along said score line with said front panel on the outside, and being positioned to bring said sealed end and the outer end of said extension together, one end of said extension at its inner face having adhesive thereon to permit attachment of said sealed end and the outer end of said extension together, the inner panel of said envelope portion and the inner side of said extension containing a printed form for the reception of confidential information which is concealed when said envelope portion is folded along said score line, an identification member attached to said extension beyond the adhesive end of said extension, and a receipt member similar in form to the identification member removably attached to said identification member.

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