

May 9, 1961

D. MERCUR
SNAP-OUT ENVELOPES

2,983,525

Filed May 16, 1958

2 Sheets-Sheet 1

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COMPANY
ADDRESS N° 01234
CUSTOMER RECEIPT

FILE COPY
COMPANY
ADDRESS N° 01234

CLERK ☐ MAIL NOTIFY CHARGE C.O.D. DATE

NAME
ADDRESS
CITY ZONE PHONE
PHOTOFINISHERS COPY N° 01234

N° OF ROLLS:
N° OF NEG'S:
N° OF PRINTS DESIRED:
DEVELOP ONLY
ENLARGEMENTS 4x5: 5x7: 8x10:
SPECIAL: 11 AMT. \$

9

8

5

1

COMPANY
ADDRESS N° 01234

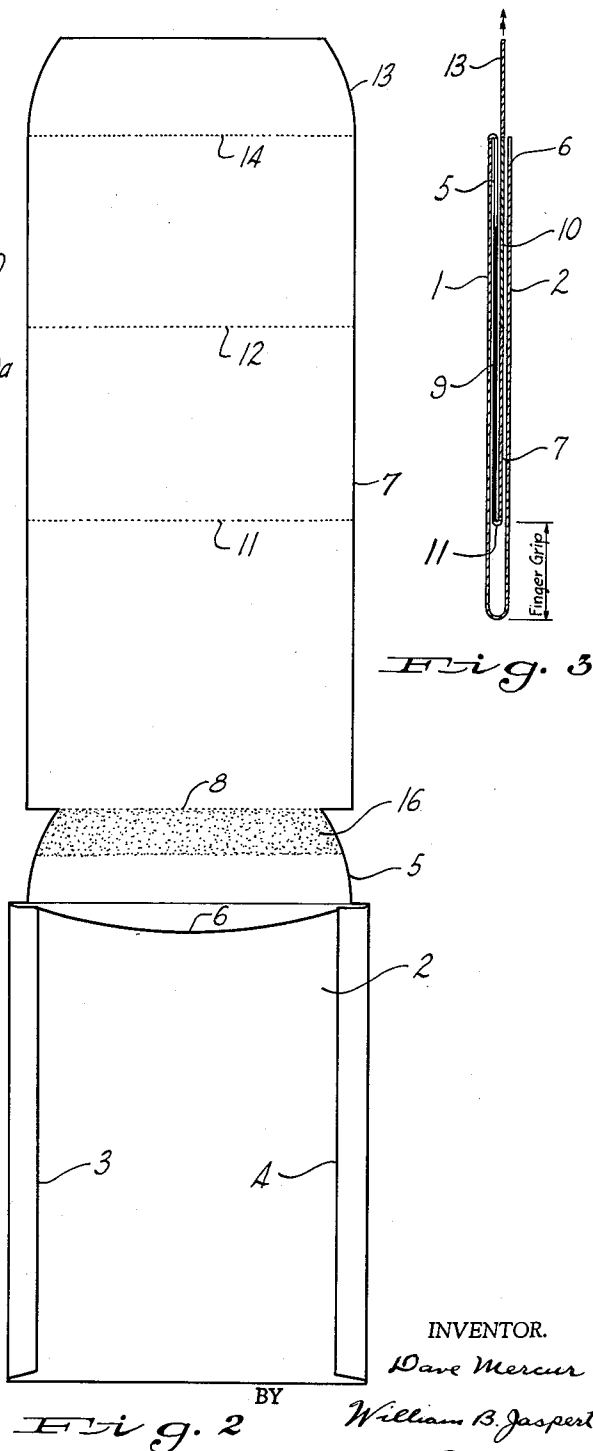
CLERK ☐ MAIL NOTIFY CHARGE C.O.D. DATE

NAME
ADDRESS
CITY ZONE PHONE
N° 01234

N° OF ROLLS: ROLL SIZE:
N° OF NEG'S:
N° OF PRINTS DESIRED:
DEVELOP ONLY:
ENLARGEMENTS 4x5: 5x7: 8x10:
SPECIAL: AMT. \$

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Fig. 1

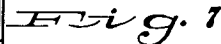


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Fig. 4

Fligg. 5



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2,983,525

SNAP-OUT ENVELOPES

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4 Claims. (Cl. 282—25)

This invention relates to new and useful improvements in envelopes for receiving and shipping articles with means for writing an order or instructions on the face of the envelope with a duplicate of such order or instructions reproduced on what may be termed a snap-out portion of such envelope.

It is among the objects of this invention to provide an envelope of the above designated character which is particularly adapted for use in a record keeping system such as in photo-finishing work where photographic materials to be processed are placed in the envelope and sealed and shipped to the photo-finisher.

It is a further object of the invention to provide such an envelope of a construction in which a duplicate order slip file copy and customer's receipt is formed as a continuation of the flap of the envelope, or in another form such duplicate slip and customer's receipt may be a continuation of the back of the envelope extending therefrom in strip form with suitable perforations to be separated into its component parts.

It is a further object of the invention to provide envelopes of the above-designated character in which the duplicate order slip file copy and customer's receipt, together with the carbonized duplicating surface material is an integral part of the envelope, forming an extension of a wall of the envelope, and being folded in a manner to be inserted in the envelope with a portion extending therefrom, all arranged with respect to the printed indicia to be in alignment, carbonized surface and all, to produce a duplicate of the order written on the face of the envelope and perforated to be severed after the order and identifying portions have been filled out on the main envelope cover.

The invention will become more apparent from a consideration of the accompanying drawings constituting a part hereof in which like reference characters designate like parts and in which:

Figure 1 is a top plan view of an envelope and duplicate order slip and file copy together with a carbonized paper and customer receipt extending therefrom;

Figure 2 is a similar view of the reverse side of the envelope;

Figure 3 is a cross-section of the envelope taken along the line 3—3, Figure 1, with the duplicate slip and customer's receipt folded within the envelope and a portion thereof extending therefrom;

Figure 4 is a modified form of envelope in which the duplicate slip and customer's receipt and carbon paper constitutes an extension of the back wall of the envelope;

Figure 5, a top plan view, partially broken away, of the reverse side of the envelope shown in Figure 4;

Figure 6 is a section taken along the line 6—6, Figure 4, when the duplicate slip carbonized paper and customer receipt are folded inside of the envelope and extending partially therefrom; and,

Figure 7 is a cross-section taken along the line 7—7, Figure 5, showing the construction of the front and back with the overlapped edge.

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With reference to Figure 1 of the drawing, the numeral 1 designates the front of an envelope, the numeral 2, Figure 2, the back thereof, the back being overlapped by the side portions 3 and 4 of the front in the manner shown in Figure 2. The front of the envelope is provided with a flap 5 and the back top edge is cut on a curve, as shown at 6, to make the contents of the envelope more readily accessible by gripping when the flap is in the open position.

A strip 7 of a width to easily fit into the envelope, is integrally formed with and extends from the flap 5 and is perforated on the line designated by the numeral 8. It would be readily seen from Figure 2 that the strip 7 fits into the envelope body between the folded portions 3 and 4 of the envelope, the folded edges being spaced to provide ample clearance for sliding the strip therein when it is folded in the manner shown in Figure 3.

The strip 7 consists of a carbonized portion 9. In other words, the surface is prepared like carbon paper for duplicating the form designated by the numeral 10 and 10a designated "file copy" and "photo-finisher's copy" bearing suitable indicia of the shipper's address, the customer's name and address and identifying the product being mailed and the treatment to be received, as for example photo-finishing work. Perforations 11 and 12 are provided for severing and a customer's receipt in the shape of a tab 13 forms an extension of the "file copy" slip 10 and is perforated on the line 14.

The strip 7 is folded on the line 8 and line 11 and is inserted in the envelope body. In this manner the duplicate slip portions 10 and 10a lie directly underneath the front copy 1 with the indicia and lines in register and the carbonized surface 9 is therebetween. Any writing on the front of the envelope in the blank spaces provided therefor is duplicated on the strip portion 10 and 10a and when the clerk has entered all of the writing necessary the tab 13, which sticks out of the envelope in the manner shown in Figure 3, is gripped as is also the bottom portion of the envelope below the fold at line 11 and the strip is "snapped out" as it were, and then separated along the perforated lines leaving the envelope for use as a container for the photo-finishing material such as a film to be developed or negatives to be printed. The envelope flap 5 is provided with an adhesive surface, as shown at 16, for sealing on the back of the envelope. The customer receives the receipt which is torn at the perforations 14 and the company accepting the order receives the portion marked "file copy" of the duplicate slip 10 and the photo-finisher receives the portion marked "photo-finishing copy" of the duplicate portion 10a. The main envelope, the photo-finisher's copy, the shipper's copy and the customer's receipt are all provided with the same number which in Figure 1 is 01234, so that the different parts of the envelope and duplicator slip are readily identifiable.

The relationship of the envelope front 1, back 2, carbonized portion 9 of the duplicate slip, the photo-finisher's copy 10a, file copy 10 and customer's receipt 13, are shown in Figure 3 of the drawing. The customer receipt 13 extends out beyond the envelope while the duplicate strip does not extend all the way to the bottom of the envelope, leaving a gripping portion so that when the gripping portion is held in one hand and the flap 13 gripped by the other, the strip is snapped out. This, of course, is done after the blank lines; of the indicia on the face of the envelope have been filled out.

The file copy and the photo-finishing copy 10 and 10a, Figure 1, are of a size to be usable in the standard card indexing files.

Also, the file copy may be provided with adhesive on the back side for use as a shipping label on the carton containing the finished product when returned to the store

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or it may be attached to a post card for a customer notification that the service has been performed and that the product is available at the store.

A somewhat modified form of the envelope of Figures 1, 2 and 3 is shown in Figures 4 to 7 of the drawing. Instead of a duplicator slip 17 extending from the flap 18 of the envelope, it forms an extension of the back 19 and is provided with a perforated line 20 for severing at that point. It will be noted that the photo-finisher's copy 21, the file copy 22, the carbonized surface 23 and the customer's receipt 24 are in a different relationship than in the envelope and duplicate slip arrangement of Figures 1 and 2. This is necessarily so because in the manner of folding the duplicate slip the customer's receipt 24 becomes the pull tab and the flap 18 of the envelope lies parallel thereto. In Figure 6 the front of the envelope, the back 19, the carbonized portion 23, the photo-finisher's copy 21 and store copy 22 are shown in their proper relation. Figure 7 shows the overlapping portion 25 of the front engaging the back portion 19, the fold being accomplished in a manner to leave a space 26 between the front and back portions of the envelope.

Figure 6 shows that a gripping portion designated by the numeral 27 extends beyond the folded inner strip portion of the envelope so that if held in one hand and the customer receipt gripped in another, the folded in strip may be snapped out of the envelope.

The above-described order form and envelope eliminates the need for machines for arranging and aligning duplicate order forms. It also provides a convenient envelope with appropriate forms and indicia for expediting the handling of various products of which photo-finishing is merely an example. It is evident that the type of envelope with the self-contained duplicator slip and materials can be employed in manufacturing plants for expediting the delivery of articles for making repairs or in other manufacturing steps.

It can also be used for ticket sales, cash payrolls, or any item that can be enclosed in an envelope where a record is required.

Although several embodiments of the invention have been herein illustrated and described, it will be evident to those skilled in the art that various modifications may be made in the details of construction without departing from the principles herein set forth.

I claim:

1. In combination with an envelope having a front and back and a sealing flap, of a strip integrally formed with

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and extending from the end of said flap for folding into said envelope, said envelope having indicia printed on the front thereof with blank spaces to be filled out, and said strip having indicia and spaces corresponding to those on the front of the envelope separated from the sealing flap by a carbonized body portion of a size to cover the area of said indicia and spaces when folded thereon and said strip having a tab portion for gripping at its free end extending from said envelope to withdraw the folded strip from the envelope.

2. An envelope as set forth in claim 1 in which the strip is provided with folding lines for registering said duplicate indicia and blank spaces when the strip is folded within the envelope pocket.

3. In combination with an envelope having a front and back and a sealing flap, of a strip integrally formed with and extending from the end of said flap for folding into said envelope, said envelope having indicia printed thereon with blank spaces to be filled out, and said strip having indicia and spaces corresponding to those on the envelope separated from the sealing flap by a carbonized body portion of a size to cover the area of said indicia and spaces when folded to slide into the envelope pocket, and said strip having a tab for gripping extending from the open end of the envelope whereby after filling out the blank spaces on the envelope, the tab portion of the strip is gripped and pulled to withdraw the entire strip out of the envelope pocket.

4. An envelope as set forth in claim 3 in which the overall length of the strip is such that when folded within the envelope pocket with the tab portion extending therefrom, the end of the folded strip within the envelope will be spaced from the closed end of the envelope to permit gripping the closed end of the envelope and the tab to pull the folded strip out of the envelope pocket.

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