Aug. 28, 1945. C. A. HOLMBLAD ET AL 2,383,652

MAILING ENVELOPE AND INSERT

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Fig. 1.

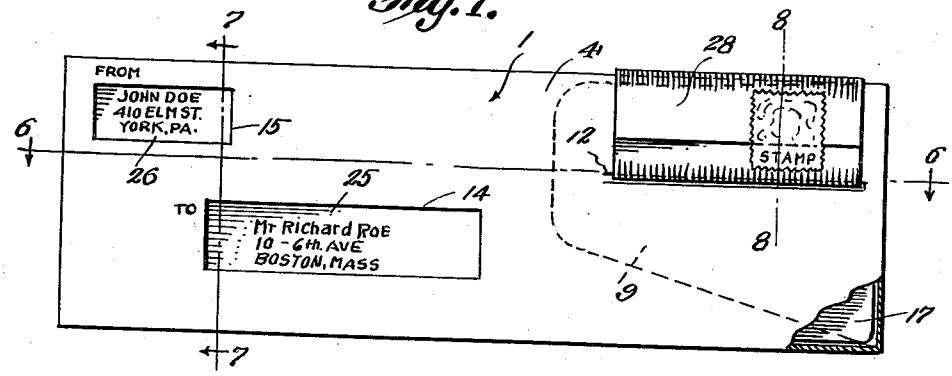


Fig. 2.

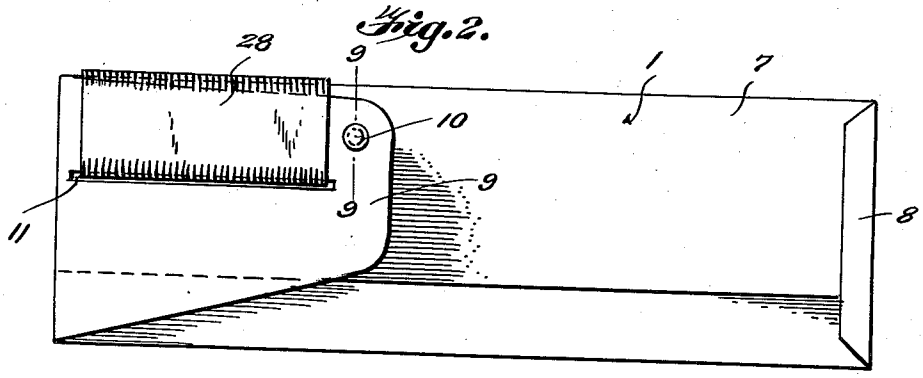


Fig. 3.

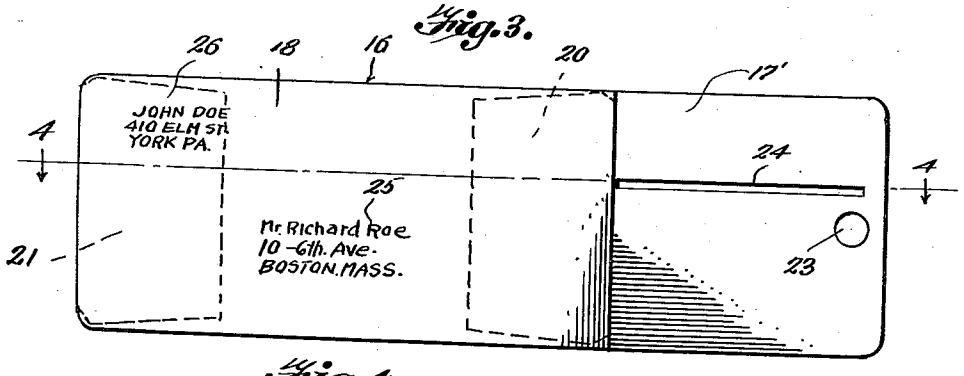
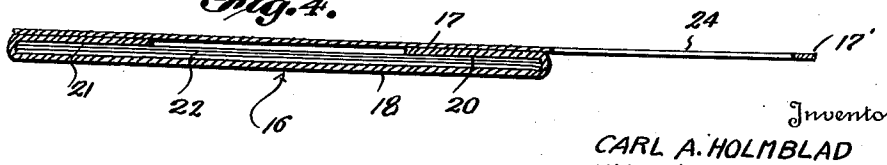


Fig. 4.



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Fig. 5.

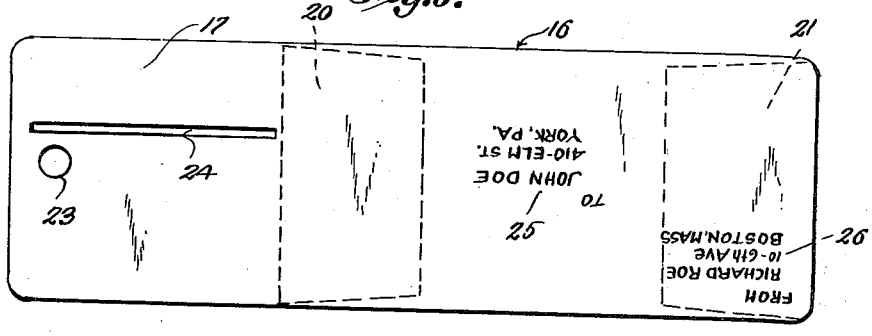


Fig. 6.

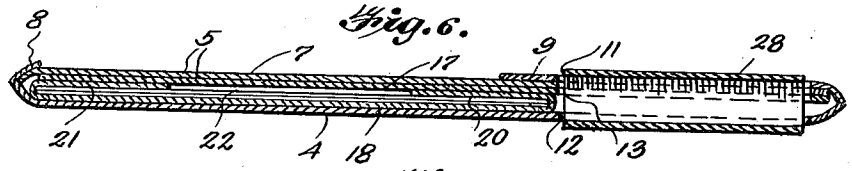


Fig. 8.

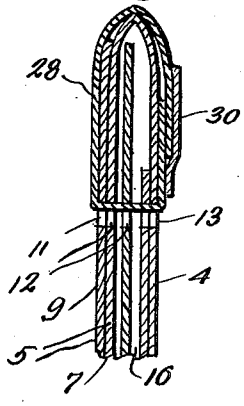


Fig. 7.

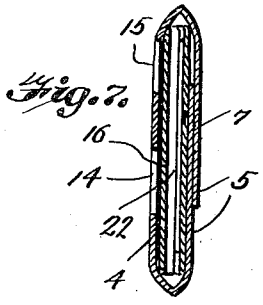


Fig. 9.

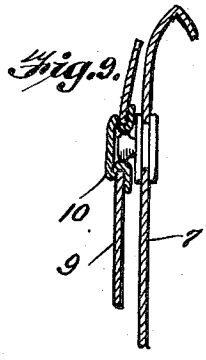
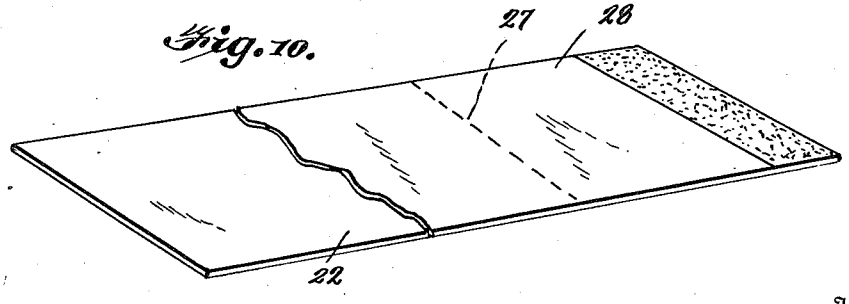


Fig. 10.



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Fig. 11.

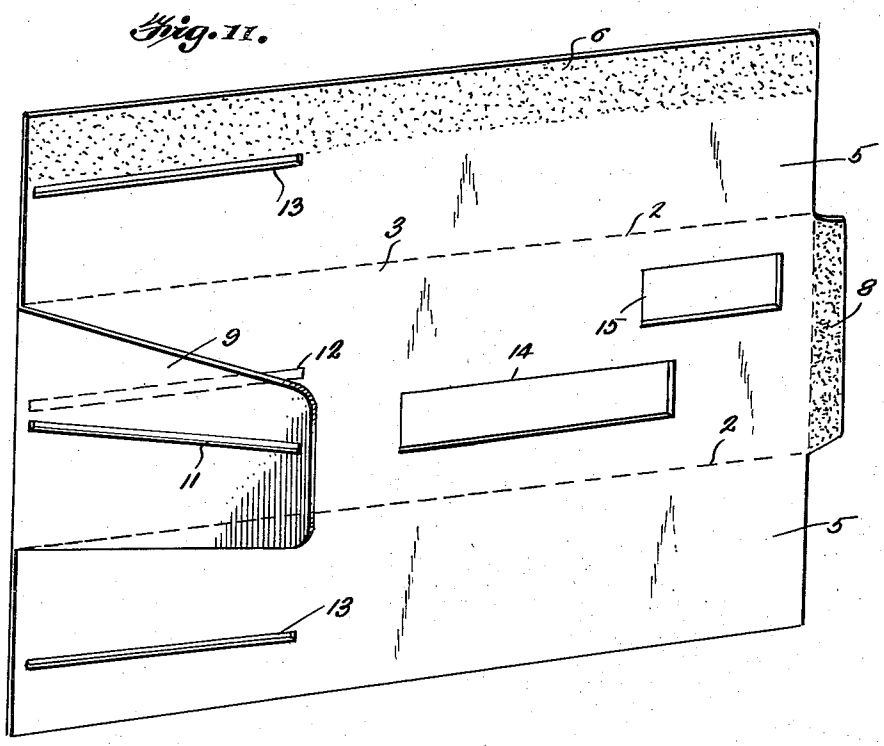
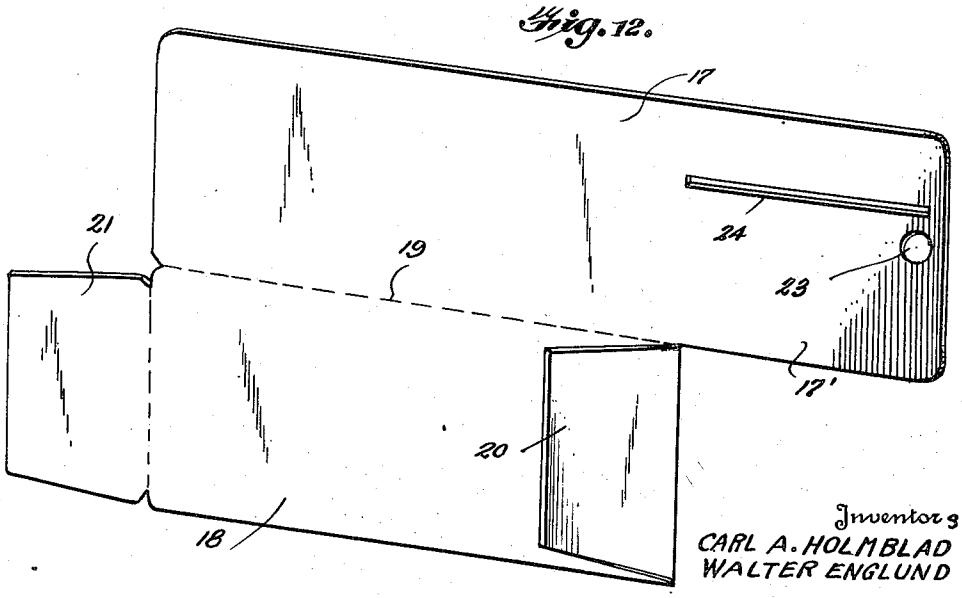


Fig. 12.



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UNITED STATES PATENT OFFICE

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MAILING ENVELOPE AND INSERT

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Application May 1, 1944, Serial No. 533,622

4 Claims. (Cl. 229—68)

This invention relates to an improved mailing envelope and insert and it is one object of the invention to provide a device of this character which is particularly adapted for use by banks, large commercial firms, and others who carry on correspondence at intervals with the same people.

Another object of the invention is to provide an envelope and insert so formed that they may be repeatedly used by both parties carrying on the correspondence and sent either as first class mail or third class mail.

Another object of the invention is to so form the envelope and insert that when the insert is in the envelope, a strip of paper may be passed through registering slots in the same and secured with a stamp so that the envelope will be sealed and handled as first class mail.

Another object of the invention is to so form the insert that when it is placed within the envelope the delivery address and the return address on a selected side of the insert may be exposed through openings in the envelope.

Another object of the invention is to so form the insert that it will serve as a carrier for a letter, order slip, bank deposit, or the like, and the envelope sealed by a sealing strip detached from the order slip or deposit slip.

Another object of the invention is to provide an envelope which may have its closure flap releasably secured by a snap fastener instead of being sealed and thus allow it to be readily opened for postal inspection.

Another object of the invention is to provide an envelope and insert, each of which is formed from a single sheet of material.

In the accompanying drawings:

Fig. 1 is a view looking at the front face of a sealed envelope of the improved construction.

Fig. 2 is a view looking at the rear face of the sealed envelope.

Fig. 3 is a view looking at the front face of the insert;

Fig. 4 is a sectional view taken longitudinally through the insert on the line 4—4 of Fig. 3.

Fig. 5 is a view showing the insert turned over and looking at the rear face thereof.

Fig. 6 is a sectional view on the line 6—6 of Fig. 1.

Fig. 7 is a sectional view taken transversely through the sealed envelope on the line 7—7 of Fig. 1.

Fig. 8 is a fragmentary sectional view taken on the line 8—8 of Fig. 1.

Fig. 9 is a fragmentary sectional view on the line 9—9 of Fig. 1.

Fig. 10 is a view of an order slip or deposit slip used with the insert;

Fig. 11 is a perspective view of the blank from which the envelope is formed.

Fig. 12 is a perspective view of the insert.

This improved envelope and insert is particularly adapted for use by firms who do a large mail order business but it is to be understood that it may be put to various uses and that the envelope and companion insert may be of any dimensions desired and also formed of paper, fabric, or other material found suitable.

The envelope, which is indicated in general by the numeral 1, is formed from the blank shown in Fig. 11 and, referring to this figure, it will be seen that the blank has a rectangular body which is folded along the lines 2 to provide an intermediate portion 3 forming the front wall 4 of the envelope and side portions 5, one of which is gummed along it free side edge portion, as shown at 6, so that when the portions 4 are folded inwardly they may be adheringly secured in overlapping engagement with each other and thus form the rear wall 7 of the envelope. The end flap 8 is then folded inwardly and its gummed surface adheringly secured against the rear wall to close the end of the envelope and thus provide an envelope which is closed at one end and open at its other end. The flap 9 is releasably held closed by snap fasteners 10 and is formed with a longitudinally extending slot 11 which registers with slots 12 and 13 formed in the front and rear walls of the envelope. The front wall is also formed with openings 14 and 15 constituting sight openings or windows for exposing the address of the person to whom the letter is to be delivered and the return address of the sender. By so forming the envelope, it may be releasably held closed by a snap fastener and forwarded as third class mail, or, by passing a sealing strip through the registering slots of the walls 4 and 7 and the closure flap, it may be forwarded as first class mail.

The insert 16 which is to be enclosed within the envelope, is formed from the blank shown in Fig. 12. This blank is preferably formed of paper or other suitable material, and has portions 17 and 18 and is folded along the line 19 to dispose the sections one against the other. The section 18 has one end portion severed from the section 17 and folded to form a flap 20, and the other end portion of section 18 projects beyond the corresponding end of section 17 and is folded to form a flap 21. Therefore, the section 18 serves as a carrier for an order slip, bank de-

posit slip, or the like 22, and the section 17 will serve as a cover for holding the flaps 20 and 21 pressed against the order slip and a check or paper money placed in the carrier section of the insert. The end portion of section 17 from which the flap 20 is severed remains flat and in the plane of this section and serves as a tongue or finger-engaging portion by which the insert may be grasped and withdrawn from the envelope. This finger-engaging portion 17' is formed midway the width of its outer end with an opening 23 in order that it may be readily grasped and the insert withdrawn and it is also formed with a longitudinally extending slot 24 to register with the slots of the envelope. The slot 24 is nearer one longitudinal side edge of the section 17 than the other side edge thereof and, therefore, the slot 24 can only register with the slots of the envelope when the insert is disposed in the envelope with a predetermined face of the insert confronting the front wall of the envelope. Therefore, a sealing strip can only be passed through the slots of the envelope and the insert when the insert is in one position in the envelope and a person using the improved envelope and insert will not accidentally seal an envelope which is not intended to be sealed. Each face of the insert bears a mailing address 25 and a return address 26 and, by comparing Fig. 3 with Fig. 5, it will be seen that the same names are used but they are reversed in the two sides of the insert so that by thrusting the insert into the envelope with a predetermined face thereof presented toward the front wall of the envelope, the closed envelope may be mailed with the proper address exposed through the opening 14 and the proper return address exposed through the opening 15. When the envelope is received and a reply is to be mailed, it is merely necessary to reverse the insert and the proper address and return address will be on display.

When the improved mailing device is in use by a wholesale house, it is forwarded to a customer with an order slip in the insert and the insert is so placed within the envelope that the customer's name is displayed through the opening 14 and the wholesaler's address showing through opening 15. The closure flap 9 is only secured by the snap fastener 10 as it is to be sent as third class mail. When the customer uses the mailing device, he writes his order upon the order slip 22 and then tears the same along the scored line 27, the slip being then placed within the insert, together with a check or paper money to cover charges. The lower portion 28 of the order slip is now used to seal the envelope and when doing so, this strip of paper 28 is threaded through the slots of the insert and the envelope and secured by moistening its gummed end 29 and applying pressure so that it will be adheringly secured, as shown in Figs. 1 and 8. A stamp 30 is then applied to the overlapped and secured portions of the sealing strip and serves as an additional seal for the envelope as well as a postage stamp. Since the slot of the insert will only register with slots of the envelope when the insert is to be sent as first class mail, a person cannot make a mistake and accidentally seal or fail to seal the envelope, or seal the envelope with the wrong address and return address exposed through the sight openings of the envelope.

Having thus described the invention, what is claimed is:

1. A mailing device comprising an envelope open along one edge, a closure flap for the open end of said envelope movable from an extended position to a closed position against a wall of the envelope, an insert removably fitting within the envelope, the envelope having its walls and closure flap formed with registering openings spaced from an adjoining edge of the envelope and the insert having an opening for registering with the openings of the envelope, and a sealing strip threaded through the registering openings of the insert and the envelope and wrapped about portions of the envelope between its openings and the adjacent edge of the envelope with portions of the sealing strip overlapped and secured to each other.

2. A mailing device comprising an envelope open at one end, a closure flap for the open end of said envelope movable from an extended position to a closed position against a wall of the envelope, an insert removably fitting within the envelope, the envelope having its walls and closure flap formed with registering openings and the insert having an opening for registering with the openings of the envelope, and a correspondence sheet for fitting within the insert having an end portion scored for detachment therefrom and when detached constituting a sealing strip adapted to be threaded through registering openings of the insert and the envelope and wrapped about the portion of the envelope between its openings and an adjoining edge of the envelope, the outer end portion of the sealing strip being adheringly secured to hold the strip in sealing engagement with the envelope.

3. A mailing device comprising an envelope open at one end, a closure flap for the open end of said envelope movable from an extended position to a closed position against a wall of the envelope, an insert removably fitting within the envelope, the envelope having its walls and closure flap formed with registering openings and the insert having an opening for registering with the openings of the envelope, means for detachably securing the closure flap closed and permitting easy opening thereof, and a separate sealing strip adapted to be threaded through registering openings of the envelope and the insert and wrapped about a portion of the envelope between its openings and an adjacent marginal edge of the envelope and adheringly secured at its outer end.

4. A mailing device comprising an envelope open at one end, a closure flap for the open end of said envelope movable from an extended position to a closed position against a wall of the envelope, the envelope having its walls and closure flap formed with slots for registering when the closure is in its closed position, an insert formed from a sheet of material folded longitudinally to provide a holding section and a cover section, said holding section having end portions free from the cover section and folded inwardly to form retaining flaps overlying end portions of the holding section, one end portion of the cover section being formed with a slot for registering with the slots of the envelope, and a correspondence sheet for disposel against the holding section of the insert, said sheet having an end portion detachable therefrom to provide a sealing strip adapted to be threaded through the registering slots and wrapped about a portion of the envelope between the slots thereof and its adjoining marginal edge, with its outer end adheringly secured.

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