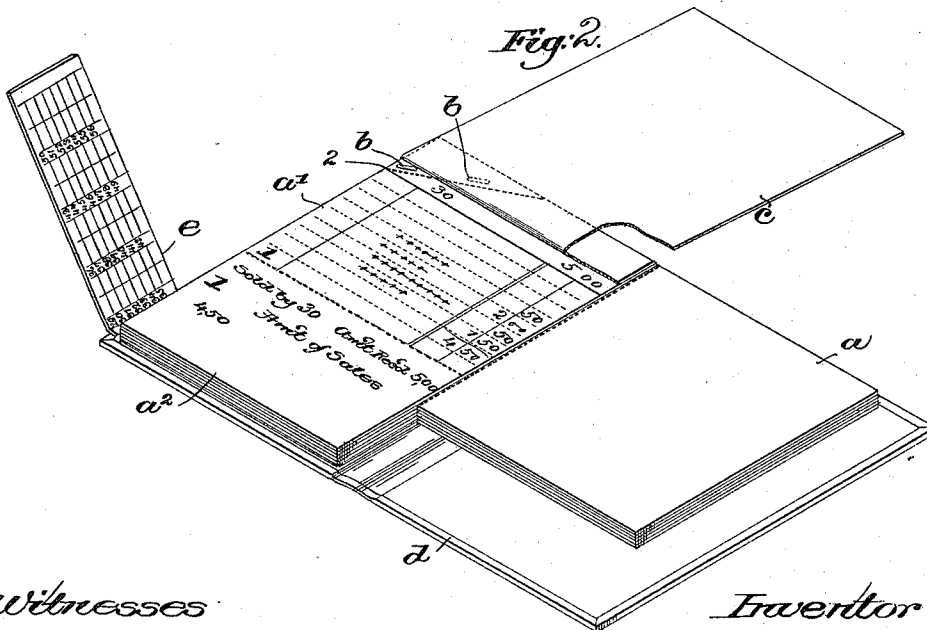
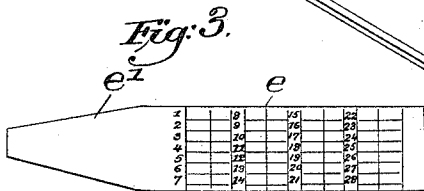
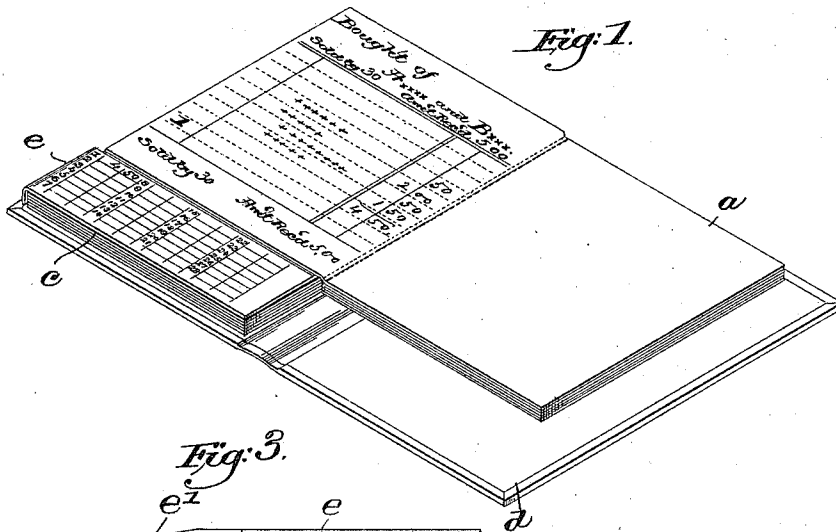


(No Model)

W. H. HOWARD.
SALES BOOK.

No. 585,440.

Patented June 29, 1897.



Witnesses

Fred S. Grunleaf.
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Inventor

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UNITED STATES PATENT OFFICE.

WILLIAM H. HOWARD, OF MALDEN, MASSACHUSETTS, ASSIGNOR TO THE
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SALES-BOOK.

SPECIFICATION forming part of Letters Patent No. 585,440, dated June 29, 1897.

Application filed June 11, 1894. Serial No. 514,180. (No model.)

To all whom it may concern:

Be it known that I, WILLIAM H. HOWARD, of Malden, county of Middlesex, State of Massachusetts, have invented an Improvement in Sales-Books, of which the following description, in connection with the accompanying drawings, is a specification, like letters on the drawings representing like parts.

This invention has for its object the production of a novel sales-book whereby the work of the salesman and others assisting him to wait on the customer may be expedited and the amount of daily sales may be ascertained with the least trouble.

Figure 1, in perspective, shows a sales-book embodying my invention, the customer's slip being in condition in which it will appear after entering items therein and before detaching the same. Fig. 2 shows the book fully open, and Fig. 3 shows the footing-slip detached.

My improved book is composed, essentially, of a pile of sheets united at or near the end of the pile by a suitable fastening or fastenings *b b*, which may be staples or stitches, and said fastenings, as herein shown, may also connect to the pile the black leaf *c*. The individual sheets of the pile are divided by suitable perforations to constitute a customer's slip *a*, a bundler's voucher *a'*, and a cashier's voucher *a''*. The customer's slip is enough longer than the bundler's voucher to somewhat, but not fully, overlap the cashier's voucher.

Preferably the line of perforation 2, separating the bundler's voucher from the stub or part of the pile in which the fastening device is locked, is made at an angle, to thus enable the bundler's voucher to be readily detached by a pull thereon at or near one corner; but this invention is not limited to the particular inclination or direction of the line of perforations between the stub and the bundler's voucher.

The pile of sheets will preferably be connected in suitable manner with a back *d*, and with said pile I have combined a footing-slip *e*, said slip being suitably supported at or near one end in such manner as to overlap the black sheet and cashier's voucher, and in this instance of my invention I have chosen to

illustrate said footing-slip as attached to the back; but this my invention is not limited to connecting said footing-slip to the back, as it will be obvious that the same result could be effected by attaching said slip to the lowermost sheet of the pile; but to save expense and space I have made the footing-slip double-faced, as will be seen, and said slip (see Fig. 3) has a tapered end *e'*, which is adapted to be tucked into a pocket made in the back, said footing-slip when filled on one side being pulled out and reversed or turned over, this resulting in a saving of about one-half in the amount of material used for not only the footing-slip, but also for the cashier's voucher, enabling the latter to be quite short.

The rear side of the customer's slip (see Fig. 1, where one of said slips is shown as turned over the black leaf) may have printed on it any usual matter for a bill-head and suitable columns in which to indicate items and the amount of sales, and between said items and bill-head a suitable space is left for a number or character to individualize the salesman and a space in which to enter the amount of currency handed to the salesman by the customer to pay the bill of the latter indicated on the customer's slip.

Each sheet of the pile, subdivided as before indicated, will have a like number, and the sheets of the pile will be numbered consecutively, and the footing-slip will preferably have at each side numbers and spaces corresponding with half the number of sheets in the pile.

It will be noticed in my invention that the customer's slip is longer than the bundler's voucher, enough longer to overlap somewhat the cashier's voucher, and this is a matter of very considerable importance and convenience, and by reason thereof the footing-slip kept with the book by the salesman will have entered upon it only the amount of his sale and not the amount received or the person from whom received.

The extended portion of the customer's slip is adapted to have entered upon it below the usual bill items or footing, a duplicate of the number or symbol employed to individualize the salesman, and also the amount of currency handed the salesman, the entries last

referred to being shown at the bottom of the customer's slip in Fig. 1.

As the salesman makes the duplicate entries of his number and amount of currency handed him he at the same time by or through the single black leaf manifolds said number and amount of currency on the top of the cashier's voucher, as shown best in Fig. 2, and the salesman, while the footing-slip is lying in position Fig. 1, will also enter in the space thereon, numbered to correspond with the sheet being used, the amount of the sale, and at the same operation he will manifold through the same black leaf the amount of the sale, said amount appearing sale after sale at different points on the cashier's voucher.

For instance, in the drawings, the salesman is considered as "30," the sheet as "1," the sale four dollars and fifty cents, and the currency received five dollars. The entries having been made as provided for and as shown in Fig. 1, the salesman will preferably grasp the bundler's voucher, the customer's slip having been turned back off the black leaf, and will pull the sheet from the stub and then separate the customer's slip from the bundler's and cashier's vouchers and send the customer's slip with the goods to the bundler, and then the salesman sends the two vouchers to the cashier with the currency, and the cashier detaches the two vouchers, keeps the cashier's voucher, and sends back to the salesman the change and the bundler's voucher, and the latter is given to the bundler for the bundle, and thereafter the bundler's voucher goes to the cashier or other designated person, and at the close of the day or at other designated times the salesman sends in his footing-slip.

I have aimed to provide a sales-book in which the amount of daily sales may be ascertained with the greatest accuracy and expedition, and this is effected most simply by or through the footing-slip, which contains only the amount of sales, and on it, separated from everything else, is the actual amount of sales of each salesman, and to serve as a

check on the salesman, if such course is considered advisable at any time, the proper persons may compare the said footing-slips with the cashier's vouchers.

When the salesman writes the amount of the sale on the footing-slip to manifold the said amount on the cashier's voucher, the footing of the bill is right before him and he is not obliged to turn, as heretofore, to a footing-card attached to the inner side of the cover, or to another part of the book and in the process forget, probably, the amount.

I shall designate that part of the customer's slip which is to receive the duplicate individualization of the salesman and the duplicate currency entry as the "duplicating-space."

Having described my invention, what I claim, and desire to secure by Letters Patent, is—

1. A sales-book comprehending a manifold-ing-sheet; a pile of sheets each subdivided to form detachable bundler's, cashier's and customer's slips, the latter adapted to overlap part of the bundler's and cashier's slips, and a manifolding-sheet between, and a footing-slip arranged to also overlap a part of the manifolding-sheet and cashier's slip, whereby original entries on the customer's slip are manifolded upon the bundler's and cashier's slips and original entries on the footing-slip manifolded upon the cashier's slip, substantially as described.

2. In a sales-book, a pile of sheets, subdivided to form a customer's slip, a bundler's slip, and a cashier's slip, the bundler's voucher having between it and the stub a diagonal line of perforations, whereby the pile of sheets is detachably held at or near one corner, substantially as described.

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

WILLIAM H. HOWARD.

Witnesses:

GEO. W. GREGORY,
M. J. SHERIDAN.