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INDEX, RECORD, AND FILING CARD.
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1,043,049.

Patented Oct. 29, 1912.

2 SHEETS—SHEET 1.

Fig. 1.

Sam 7	Sar 8	Sad-Sai	Sap
Sac 6	Sal 7		

May 7 Sabar Emil Sabar

May Sabar

Date	Checks	Total Checks	Deposits	Balance
May 6	3/2			
	20			
	25	357	1500	1123
			31650	145950

4 10 4 3

Fig. 2.

Fig. 3.

Fig. 4.

Fig. 5.

13 Sam 17

13 13

14 14

16 18

WITNESSES

Fig. 6.

Fig. 7.

21 23

24 22

24 22

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To all whom it may concern:

Be it known that I, MAX HERMANN, a citizen of the United States, residing at Santa Rosa, in the county of Sonoma and State of California, have invented new and useful Improvements in Index, Record, and Filing Cards, of which the following is a specification.

The present invention relates to improvements in cards, such as are used for card indexes, or card records in general.

The object of the invention is to provide a tag attachment for cards which is removable and adjustable, and especially adjustable transversely of the card, so that the tags may be arranged in any desired position transversely of the cards to be easily visible from the front, and, new cards can be so inserted, that the tag of the new card will not overlie and conceal tags of the cards in the rear.

A further object of the invention is to provide an attachment which can not be accidentally moved out of place, and, furthermore, so arranged that the card having the attachment thereon will be of the same thickness at the top as at the bottom, so that a series or pile of cards will lie parallel with one another, and may be placed conveniently in a suitable receptacle, and also readily turned over to read their contents.

One principal use for which my invention is applied is that of an adjustable card ledger, in the manner which will be herein-
after explained.

In the accompanying drawing, Figure 1 is a front view of a series of cards, provided with my improved attachment and used as ledger cards; Fig. 2 is a broken rear view of a single card; Fig. 3 is an enlarged broken vertical section on the line 3—3 of Fig. 2; Figs. 4 and 5 are broken front and rear views respectively of a modification of my invention; Figs. 6 and 7 are similar views of a further modification; Figs. 8 and 9 are similar views of a further modification; Figs. 10 and 11 are similar views of a further modification; Fig. 12 is a front view of a loose leaf ledger sheet to which my invention is applied; Fig. 13 is a broken front view of the tag attachment used in connection therewith.

Referring to the drawing, 1 indicates a card which may be used for any purpose desired but is here shown as a ledger card. Said card is formed near its upper hori-

zontal edge with a series of horizontal slits 2, there being here shown four such slits, although any suitable number may be formed therein. Near its lower horizontal edge the card is formed with a series of pairs of horizontal slits 3, 4, the number of such pairs corresponding to the number of the slits 2, there being here shown four pairs.

6 indicates my improved tag attachment which is made of cardboard of approximately the same thickness as the card itself, and is of a rectangular form, its width depending upon the width of the card 1 and the number of slits 2, and being of length sufficient to form, at its upper end a projection or tag 7 above the card, for the inscription of a suitable index 8. The length of said tag attachment is greater than the height of the card by the height which it is required to give to the tag projecting above the card 1. In the respective ends of this attachment 6 there are cut two tongue-shaped portions 9 and 10. Each tongue is formed with two converging sides, the sides of the upper tongue 9 converging downward and those of the lower tongue 10 converging upward. In other words, the tongue 9 is secured to the attachment by the uncut part thereof at its upper end, and the tongue 10 is so secured by an uncut part at its lower end. These tongues are thus adapted to be raised out of the plane of the attachment from which they are cut.

The tongues 9 are adapted to engage the slits 2 and the tongues 10 to engage the slits 3 and 4. In this arrangement it will be seen that there are no projecting ends liable to engage other parts of the cards. Since the slits 2, 3 and 4 formed in the card are exactly of the proper length to receive said tongues, the attachment, when secured to the card, is prevented from lateral movement.

One advantage of my invention is that when one side of a card has been used, the attachment can be removed therefrom and replaced on the reverse side, and in any one of four or more positions provided by the slits therein, thus rendering it as easy to use both sides of the card as one only. While it is true the cards with tags formed integral therewith can be used in the reversed position it is inconvenient to do so, because, for instance, a card having a tag at the first part thereof, would, when reversed, have the tag at the last part thereof. This would

generally make it difficult to arrange said card in proper relation to the other cards. With my invention, however, this can be done, for, when a card is reversed, and the tag is removed therefrom, the tag can be re-attached to the card in the proper position thereon according to the positions of the tags on the cards immediately in front and behind.

In a modification of my invention shown in Figs. 4 and 5, there is formed in a card 12 a series of horizontal slits 13 near its upper edge, and a similar series of horizontal slits 14 near its lower edge. The tag attachment 11 is formed for the greater part of its length of a greater width than the tag 15 itself, and is also formed at the opposite end to said tag with an extension 16 of reduced width. There are thus formed on each attachment shoulders 17, 18, at the upper and lower ends of the attachment respectively. When using this form of the invention, the extension 16 is passed through a lower slit 14 so that the ends of said slit abut against the lower shoulders 18, and the tag 15 is passed through the upper slit 13, so that the ends of said upper slit abut against said upper shoulder 17. This is capable of being used in the same way as is the first form of the invention; the principal disadvantage being that the slits require to be longer than before, and consequently the card is weakened near the upper and lower margins.

One great advantage of my invention lies in the fact that the card with the attachment secured thereto is of the same thickness at the top as at the bottom, and consequently when said attachments are applied to a large number of such cards, they lie against one another in a flat pile and are in convenient position for turning them over, one after another, to ascertain the contents of any one.

In the modification of the invention shown in Figs. 6 and 7, tongues 21, 22 are formed at the upper and lower margin respectively of the card, by means of vertical incisions or slots cut in said card from said margin, and these tongues are adapted to enter horizontal slits 23, 24, cut in the tag attachment near the upper and lower end thereof, the slit 23 near the upper end being sufficiently remote from said end to permit a sufficiently large portion of the attachment to project above the upper margin of the card to form a tag.

In the modification shown in Figs. 8 and 9, the upper margin of the card is formed with recesses 26, and the upper end of the attachment is formed with lateral incisions 27, extending inwardly from the vertical edges of the attachment, the inner ends of said incisions being spaced from one another a distance corresponding to the length of each recess 26 in the upper margin of the

card. There are thus formed at the upper end of the attachment wings 28, which extend in front of the card at the margin of said recess. The lower margin of the card is formed with tongues 29 adapted to enter said horizontal slit 31 in the lower end of the attachment.

In the modification shown in Figs. 10 and 11, the upper portion of the card of the attachment is formed in the same way as in the modification shown in Figs. 8 and 9, and the lower end of the attachment formed in like manner as the upper end of the attachment in Figs. 8 and 9 with wings 32 which extend in front of portions of the lower margin of the card adjacent to a recess 33 in said margin.

Figs. 12 and 13 illustrate my invention as applied to a sheet 35 of a loose leaf ledger. In this case, the attachment 36 is laid horizontally behind the sheet, and is secured thereto at each end by a tongue 38 which engages slits 39 in the marginal portions of the sheet 35 in like manner as the tongue 10 engages the slits 3, 4. But, in this case, in order to prevent the attachment becoming loose when the sheet is lifted, its outer end is formed with transverse incisions 41 forming wings 42, which engage parts of the margin of the sheet 35 having incisions 43.

It is important in all these cases that the attachment should extend the full width or length of the sheet, as the case may be, in order to maintain the thickness of the sheet the same throughout its width or length. But since these tag attachments are required to be placed in any position on the sheet convenient relatively to the tags of the other sheets, the end of the attachment might overlie one of the holes near the inner margin of the sheet which is formed therein for attachment to the back of the loose leaf ledger. For this reason, in such case, I form the end of the tag attachment remote from the tag with slits 37 dividing said end into strips, any number of said strips being adapted to be turned back, or cut away, as shown at Fig. 12, when they would otherwise overlie said aperture.

It is very important that any card index or filing system should offer adequate facilities to locate and produce for reference any account, record, or paper filed away, as quickly as possible. My invention offers great advantages in this respect, as the names are always displayed in exact alphabetical order and clearly visible and can therefore be reached in the shortest possible time, limited only to the extent to which the alphabet on the index is divided and subdivided.

It is understood that the invention may be applied, not only to the cards or sheets indicating the several accounts, or carrying other memoranda, but also to the cards used

as index cards for separating such memoranda cards into groups.

I claim:—

1. A sheet of the character described and
5 a tag attachment therefor, consisting of a long narrow strip of sheet material formed at its ends with means for respectively engaging opposite marginal portions of the sheet to oppose removal therefrom.
- 10 2. A sheet of the character described and a tag attachment therefor, consisting of a long narrow strip of sheet material formed at its ends with means for respectively engaging opposite marginal portions of the
15 sheet to oppose removal therefrom, said tag attachment being sufficiently long to project at one end beyond one of said marginal portions to furnish a tag.
- 20 3. In combination with a sheet of the character described, a tag attachment consisting of a long narrow strip of sheet material cut at each end thereof to furnish

means for respectively engaging opposite marginal portions of the sheet to oppose removal of the tag attachment therefrom.

4. In combination, a sheet of the character described, and a tag attachment consisting of a long narrow strip of sheet material, opposite marginal portions of the sheet, and the ends of the tag attachment, being cut
30 to form parts respectively co-engaging each other to secure the attachment to the sheet, and the tag attachment extending sufficiently at one end beyond the cut formed therein to form a tag projecting beyond the
35 corresponding margin of the sheet.

In testimony whereof I have hereunto set my hand in the presence of two subscribing witnesses.

MAX HERMANN.

Witnesses:

J. L. ADAMS,

W. B. CORRICK.