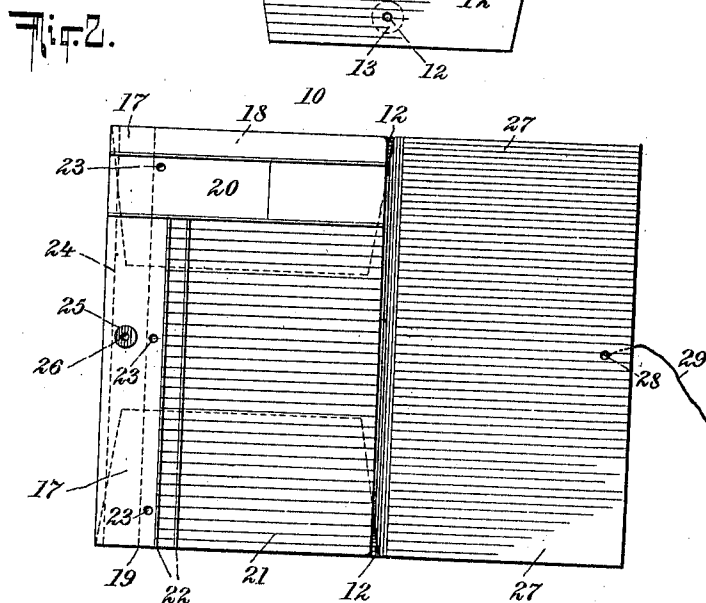
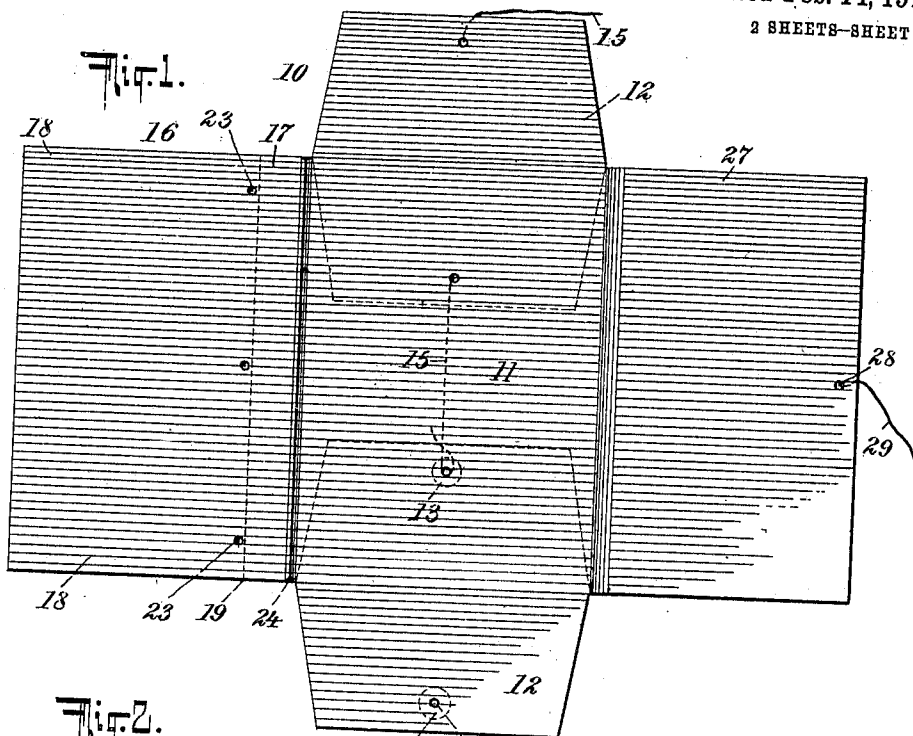


D. A. & W. G. HOWELL.
 FILING FOLDER.
 APPLICATION FILED SEPT. 8, 1910.

984,482.

Patented Feb. 14, 1911.

2 SHEETS-SHEET 1.



WITNESSES:

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H. M. Chase

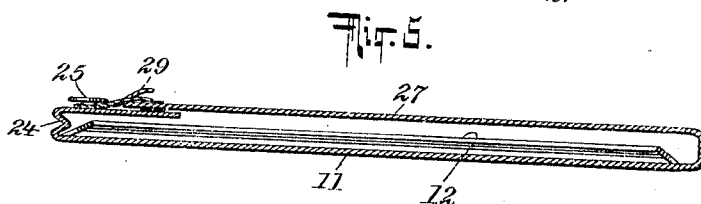
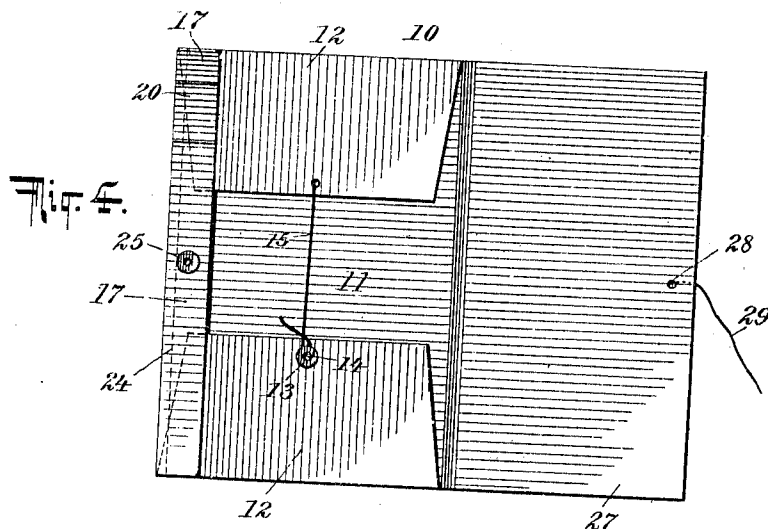
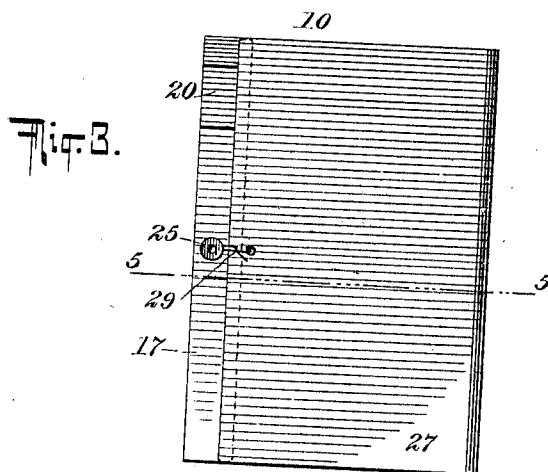
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UNITED STATES PATENT OFFICE.

DAVID A. HOWELL AND WALTER G. HOWELL, OF NEW YORK, N. Y.

FILING-FOLDER.

984,482.

Specification of Letters Patent.

Patented Feb. 14, 1911.

Application filed September 8, 1910. Serial No. 581,019.

To all whom it may concern:

Be it known that we, DAVID A. HOWELL and WALTER G. HOWELL, citizens of the United States, residing at the city of New York, borough of Brooklyn, Kings county, and State of New York, have invented certain new and useful Improvements in Filing-Folders, of which the following is a full, clear, and exact specification.

Our invention relates to means for filing documents, papers and other articles, and the same has for its object more particularly to provide a simple, efficient and reliable device which may be readily secured together to maintain the documents or papers duly inclosed therein.

Further, said invention has for its object to provide a filing folder with means whereby a record may be kept of the matters contained within the case, which record may afterward be detached from the filing folder and bound in a suitable binder.

Further, said invention has for its object to provide a filing folder with a record sheet forming an integral part of the filing folder and which record sheet may be detachable therefrom along a weakened line without impairing the means whereby the parts of the folder can be secured together in order to maintain the papers or documents therein.

To the attainment of the aforesaid objects and ends, our invention consists in the novel details of construction, and in the combination, connection and arrangement of parts hereinafter more fully described and then pointed out in the claims.

In the accompanying drawings forming part of this specification, wherein like numerals of reference indicate like parts, Figure 1 is a face view of one form of folder constructed according to and embodying our said invention; the same being shown wholly extended or opened up; Fig. 2 is a face view thereof showing the cover flap of the folder open to expose the record sheet thereunder; Fig. 3 is a face view showing the folder closed and the cover flap secured in position thereon; Fig. 4 is a face view showing the cover flap opened and the record sheet detached therefrom; and Fig. 5 is an enlarged detail transverse section taken on the line 5—5 of Fig. 3.

In said drawings 10 designates the folder

as a whole comprising a rectangular body portion 11 provided at its opposite horizontal ends with short end flaps 12 12. One of said end flaps 12 is provided adjacent to its inner edge with a cardboard disk 13 which is secured thereto by an eyelet 14 or other suitable means, and the opposing end flap 12 is provided adjacent to its corresponding edge with a flexible connection or string 15 adapted to engage with the disk 13. From one of the vertical edges of the body portion 11 extends a flap 16 comprising a stub portion 17 and a record sheet 18 which is separated from said stub portion by a weakened line 19. The outer face of the record sheet is appropriately ruled to receive memoranda, or data, depending entirely upon the purposes for which the file is used.

In the illustration the record sheet is ruled with a heading 20 and a series of horizontal lines 21 and a series of vertical lines 22 adjacent to the left hand edge of the record sheet. The record sheet is further provided, adjacent to the weakened line 19, which serves to separate the record sheet from its detaching stub, with a series of apertures 23, which are adapted to receive the fastening means when the record sheet is detached from the folder and bound in a suitable binder.

The flap 16 comprising a stub portion 17 and the record sheet 18 is separated from the body portion 11 of the folder by an accordion plait 24.

25 denotes a cardboard disk which is secured to the outer surface of the stub portion 17 by an eyelet 26. The stub portion serves to separate the record sheet 18 from the body portion 11 of the folder.

27 denotes a cover flap which extends from the remaining vertical edge of the body portion 11 and is provided adjacent to its free vertical edge with an eyelet 28 within which is secured one end of a flexible connection or string 29, the free end of which flexible connection, or string, is adapted to be engaged beneath the disk 25 on the stub portion 17 whereby said cover flap may be secured over the record sheet 18.

The method of using the folder is as follows: The documents to be inclosed are placed upon the body portion 11, and thereupon the end flaps 12 12 are folded over the same and secured together by means of

the flexible connection 15 and disk 14 arranged upon the opposing ends of said flaps, as shown at Fig. 1. Next, the flap 16, comprising the stub portion 17 and record sheet 18, is folded over as shown at Fig. 2. Hereupon the cover flap 27 is folded over to the position indicated at Fig. 3, and the flexible connection 29 secured below the disk 25 on the stub portion 17 whereby the cover portion is secured to said stub thereby maintaining the documents within the folder securely in place therein and protecting the record sheet 18 against injury.

It will be observed by means of our improved folder the documents and papers may be conveniently inclosed and secured within the folder while the record sheet 18 serves as a partial covering therefor, and that when the papers or documents within the file are no longer intended for active use, and to be filed away among the dead papers, the record sheet 18 may be easily detached from said folder along the weakened line 19, and then bound up in a suitable binder to constitute a permanent record of the contents of the binder as well as the proceedings which are represented by the documents contained within the complete folder.

Having thus described our invention what we claim and desire to secure by Letters Patent, is:

1. A filing folder comprising a body portion, end flaps extending therefrom, a side flap comprising a stub portion and a main portion, a cover portion adapted to cover said side flap and end flaps, and means for securing the free edge of said cover flap to said stub portion; the main portion of said side flap being separated from said stub along a weakened line, whereby to permit of the detachment of said main portion from said stub, without interfering with the means for securing the free edge of said cover flap to said stub portion, substantially as specified.

2. A filing folder comprising a body portion, end flaps extending therefrom, a side flap comprising a relatively narrow stub portion and a main portion separated therefrom along a weakened line, said side flap corresponding in outline substantially with the body portion of said folder, a cover portion, and means arranged along the free edge of said cover portion for securing the said cover portion to the stub portion of the opposing side flap in such manner as to permit of the detachment of said main portion without interfering with said securing means, substantially as specified.

3. A filing folder comprising a body portion, end flaps extending therefrom, means for securing said end flaps together, a side flap comprising a stub portion, and a main portion separated therefrom along a weakened line, a cover flap adapted to completely

cover the main portion of said side flap, and partly cover said stub portion, and means for securing the free edge of said cover flap to the stub portion of said side flap in such manner as to permit of the detachment of said main portion without interfering with said securing means, substantially as specified.

4. A filing folder comprising a body portion, end flaps extending therefrom, means for securing the opposing edges of said end flaps together, a side flap corresponding in outline substantially with said body portion, and comprising a stub portion extending from said body portion, and a record sheet portion separated from said stub portion along a weakened line, means, adapted to receive a binding medium, provided upon said record sheet adjacent to the weakened line which serves to separate the same from said stub portion, a cover flap extending from the body portion and to cover said record sheet portion entirely, and said stub portion partially and means for securing the free edge of said cover flap to said stub portion, substantially as specified.

5. A filing folder comprising a body portion, end flaps extending therefrom, means for securing the opposing edges of said end flaps together, a side flap corresponding in outline substantially with said body portion extending from one of the longitudinal edges of said body portion, and comprising a stub portion and a record sheet portion separated along one of its longitudinal edges from said stub portion by a weakened line and provided adjacent to said weakened line with apertures for receiving a binding medium, a bellows fold connecting the other edge of said stub with said body portion, a cover flap extending from the opposite longitudinal edge of said body portion, and means for securing the free end of said cover flap to said side flap independently of the record sheet portion thereof, substantially as specified.

6. A filing folder comprising a body portion, end flaps extending therefrom, means for securing the opposing edges of said end flaps together, a side flap corresponding in outline substantially with said body portion extending from one of the longitudinal edges of said body portion, and comprising a stub portion and a record sheet portion separated along one of its longitudinal edges from said stub portion by a weakened line, and provided adjacent to said weakened line with apertures for receiving a binding medium, a bellows fold connecting the outer edge of said stub with said body portion, a cover flap extending from the opposite longitudinal edge of said body portion, a flexible securing member provided along the free edge of said cover portion, and a device secured upon said stub portion intermediate

said record sheet and the opposite edge of
said stub portion adapted to coöperate with
said flexible member for securing the free
longitudinal edge of said cover portion to
5 said stub portion, substantially as specified.

third day of August nineteen hundred and
ten.

DAVID A. HOWELL.
WALTER G. HOWELL.

Witnesses:

CONRAD A. DIETERICH,
JOSEPH G. QUINN, Jr.

Signed at the city of New York, in the
county and State of New York, this twenty