

L. P. KEECH.
Paper File.

No. 124,961.

Patented March 26, 1872.

Fig. 1

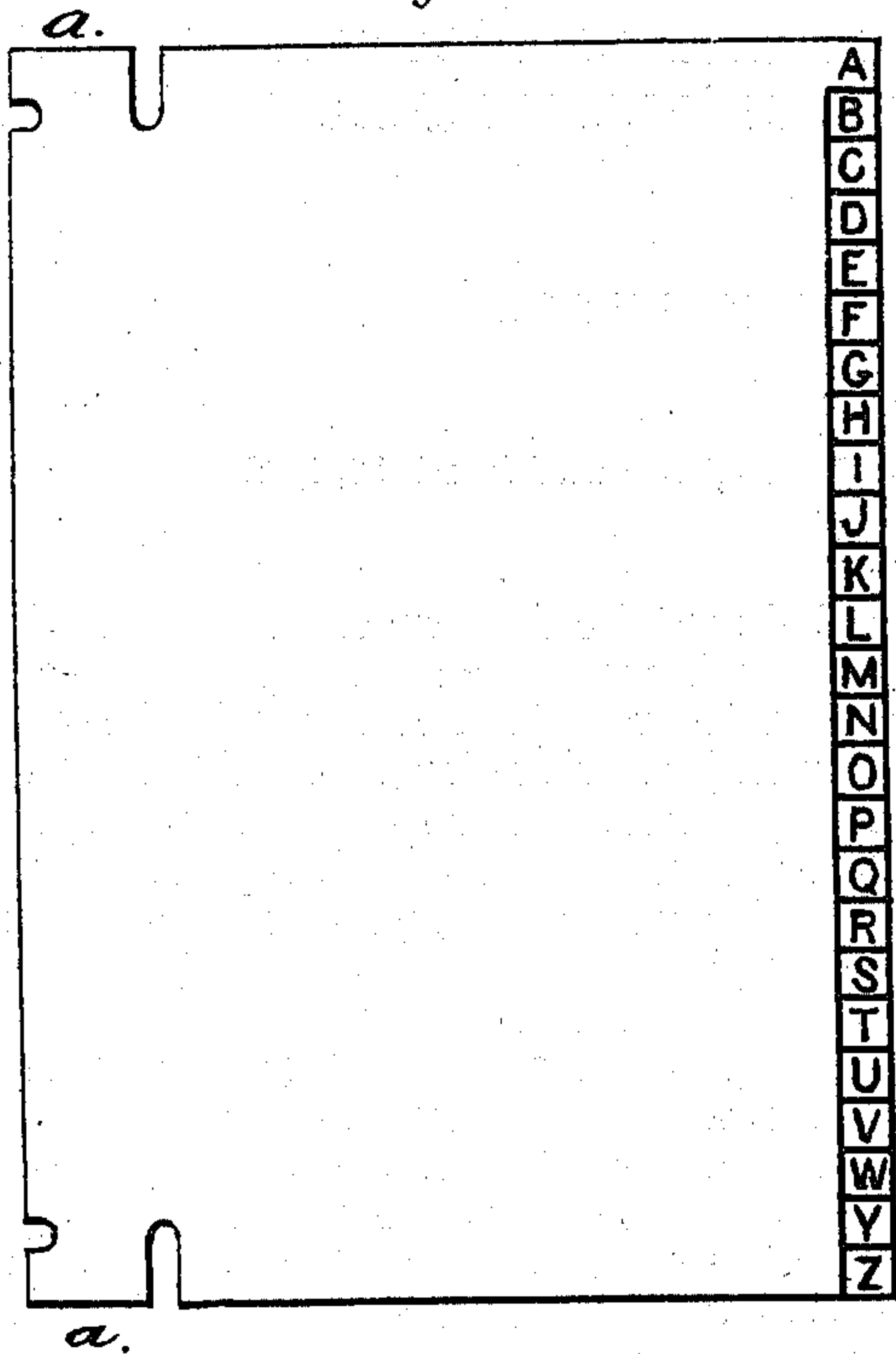


Fig. 3.

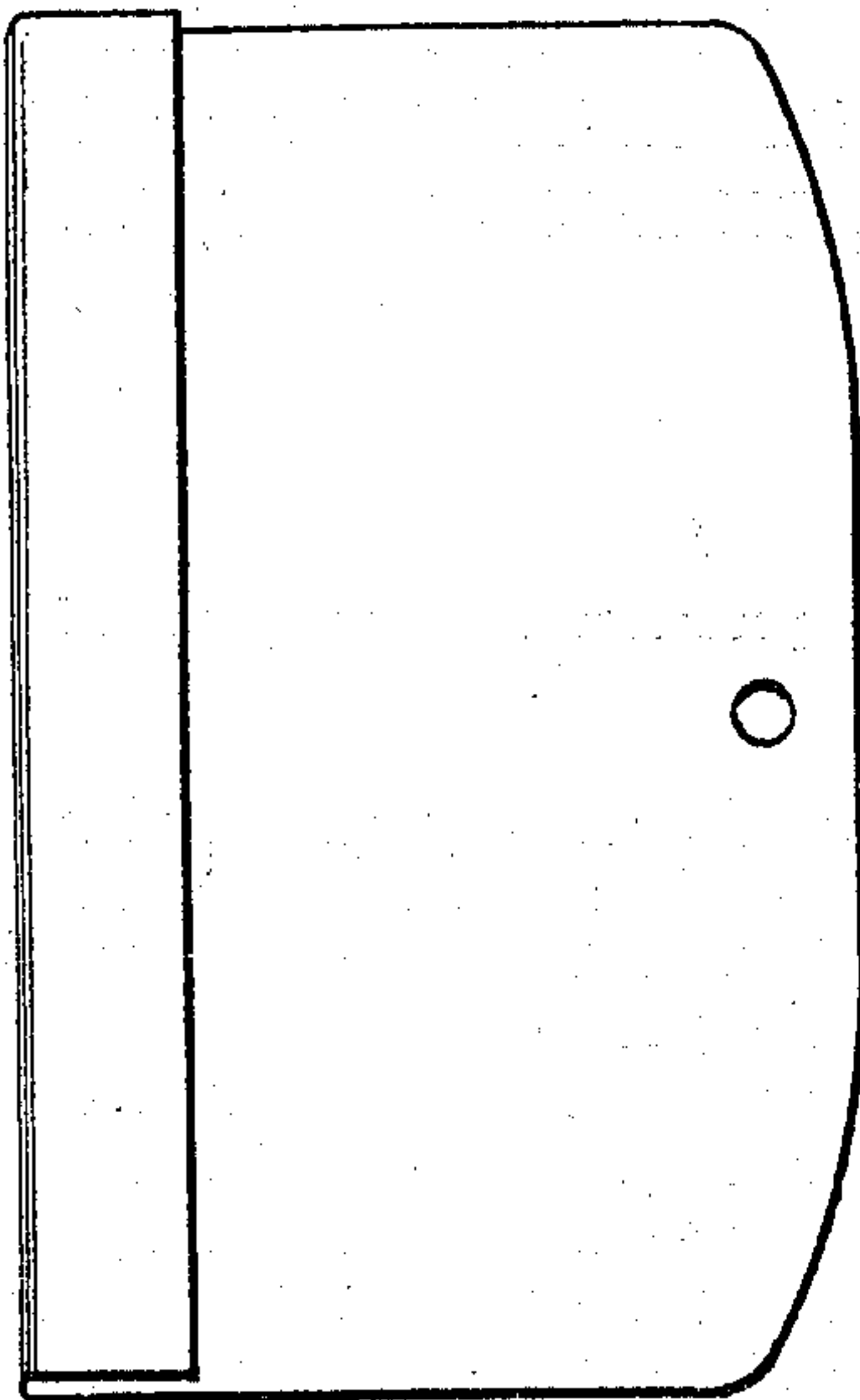


Fig. 2.

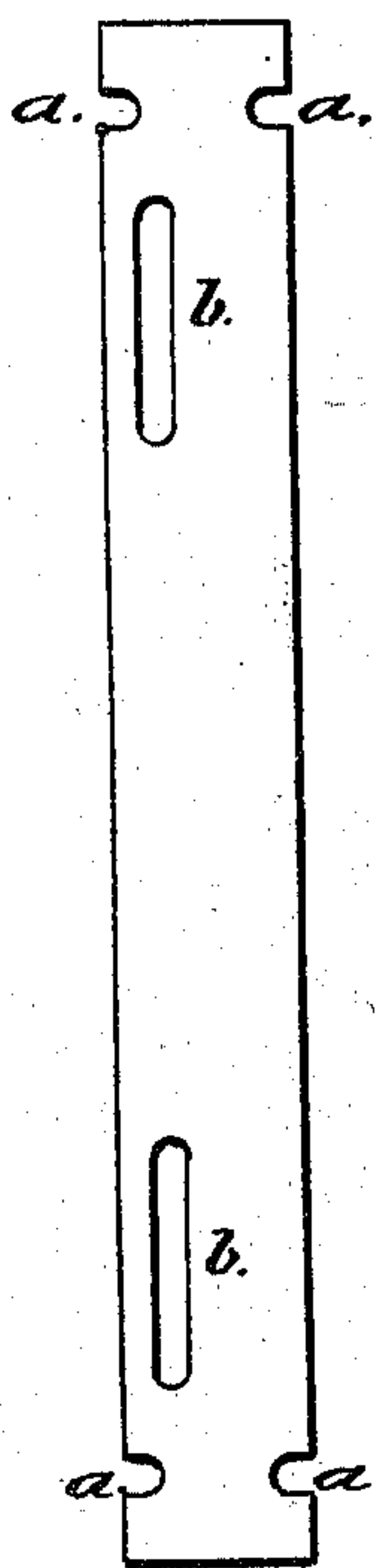
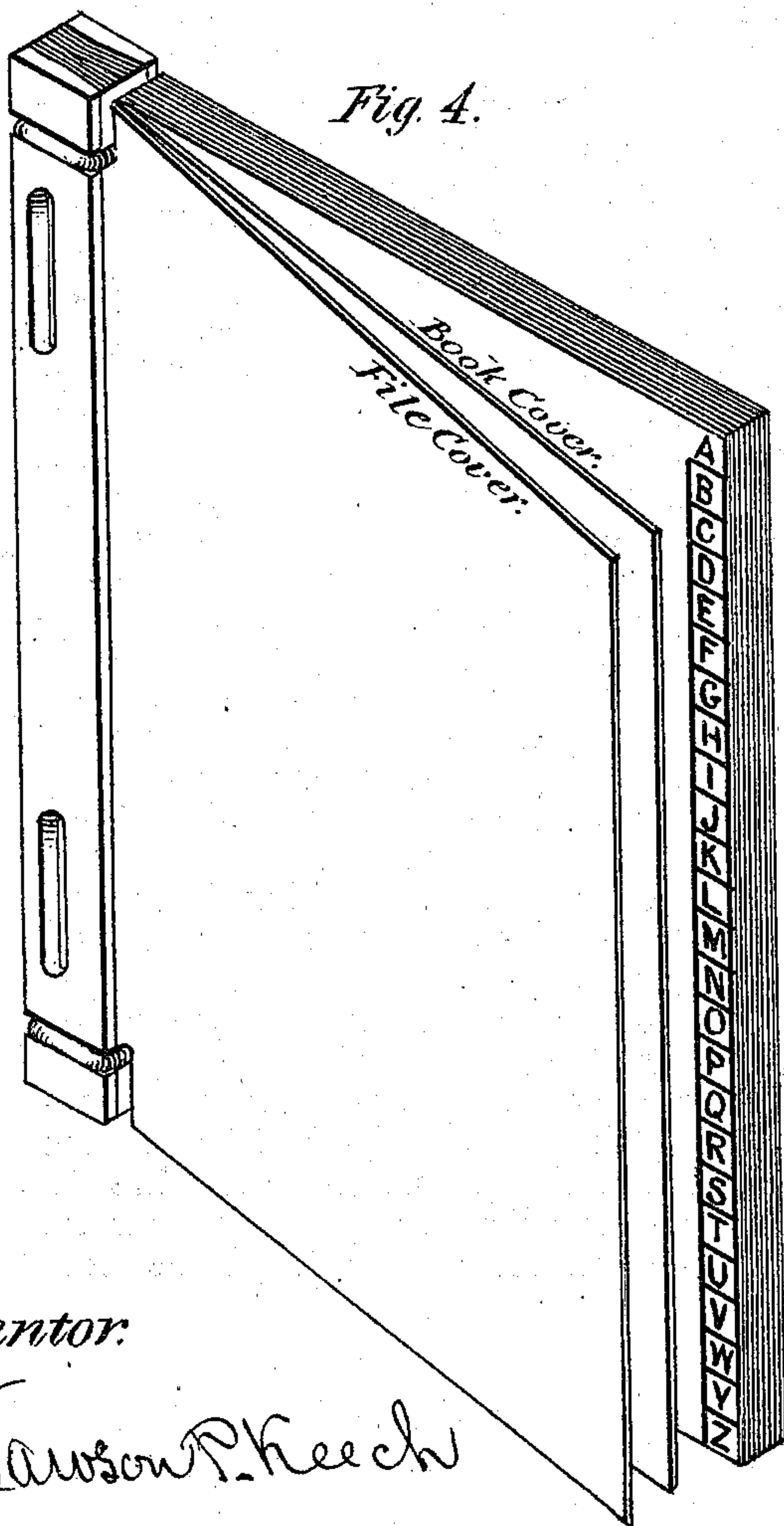


Fig. 4.



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124,961

UNITED STATES PATENT OFFICE.

LAWSON P. KEECH, OF WASHINGTON, DISTRICT OF COLUMBIA, ASSIGNOR
TO JOHN B. SMITH, OF NEW YORK CITY, AND ELLEN P. KEECH, OF WASHINGTON, DISTRICT OF COLUMBIA.

IMPROVEMENT IN PAPER-FILES.

Specification forming part of Letters Patent No. 124,961, dated March 26, 1872.

Specification describing certain Improvements in Paper-Filing and Binding, invented by LAWSON P. KEECH, of the city of Washington, in the District of Columbia.

My invention relates to the formation of a book composed of a number of sheets with covers, which are secured between two filing-slats or covers in such manner that a number of other sheets or papers may be filed between them consecutively as they accumulate, the original sheets forming divisions for their classification, and serving as index for their reference. These papers are securely held in their place, used in book form, and, when filled to the desired thickness, may be bound (while in the file-slats or covers, but independent of the same,) by stitching or lacing with tape, cord, or wire, after which said file-slats or covers can be detached and used for another book of index sheets. Instead of the file-covers simple slats may be used, if formed in the manner I have devised, for securing the book of sheets and holding them in their place while other papers are filed between them; the object of my invention being to secure and hold the classified papers in book form while being filed, so that they can be as readily referred to while in the file-covers or slats as after being bound, and at the same time admit of a temporary withdrawal of any particular paper for reference or use, if desired; and also to form a convenient means for binding while thus securely and firmly held.

My device for holding the index-sheets and papers in temporary book form while they accumulate in file, and the mode of inserting the papers without disarranging those previously filed, and also the convenience for easily binding them while thus held, is shown in the accompanying drawing. Figure 1 shows the construction of the index-sheets; notches *a a* in the corners are designed to admit of elastic or other bands therein at each end of the book.

Fig. 2 shows the construction of the holding-slats, which may or may not have covers attached to them. The notches and grooves *a a*, corresponding and uniting with those of the index-sheets, keep the bands in their place, while they, in turn, keep the index-sheets in their place. *b b* are perforations and openings to allow the driving an awl through the book and binding it previous to the removal of the bands. The manner of cutting the notches may be varied to suit the kind of band, cord, or strap that may be adopted, or to suit for a metallic rod, strap, or spring; the principle of my invention being to secure the index-sheets at the ends or back corners of the book against the possibility of being shifted from their even position in the file, while at the same time they may be parted, papers placed between them, and held in book form with them. Fig. 3 shows the construction of a sheet-metal clamp for filing, the sheet of paper to be filed being placed therein, and the clamp forced, in the proper place for filing the paper, to the back edge as it rests on the table; then, holding the paper to the book with one hand and forcing the clamp out at the back edge with the other hand, leaves the paper even with the back edge and securely in its place.

What I claim as new and useful in my invention is—

1. Notches *a a* in sheets, corresponding and uniting with notches and grooves *a a* in the holding-slats or covers, for the admission of a band or cord of any kind to hold the sheets in even position in book form, substantially as and for the purpose hereinbefore set forth.

2. Sheet-metal clamp, as shown in Fig. 3, for inserting papers singly between the index-sheets of the file-book, substantially as and for the purpose hereinbefore set forth.

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