

No. 688,552.

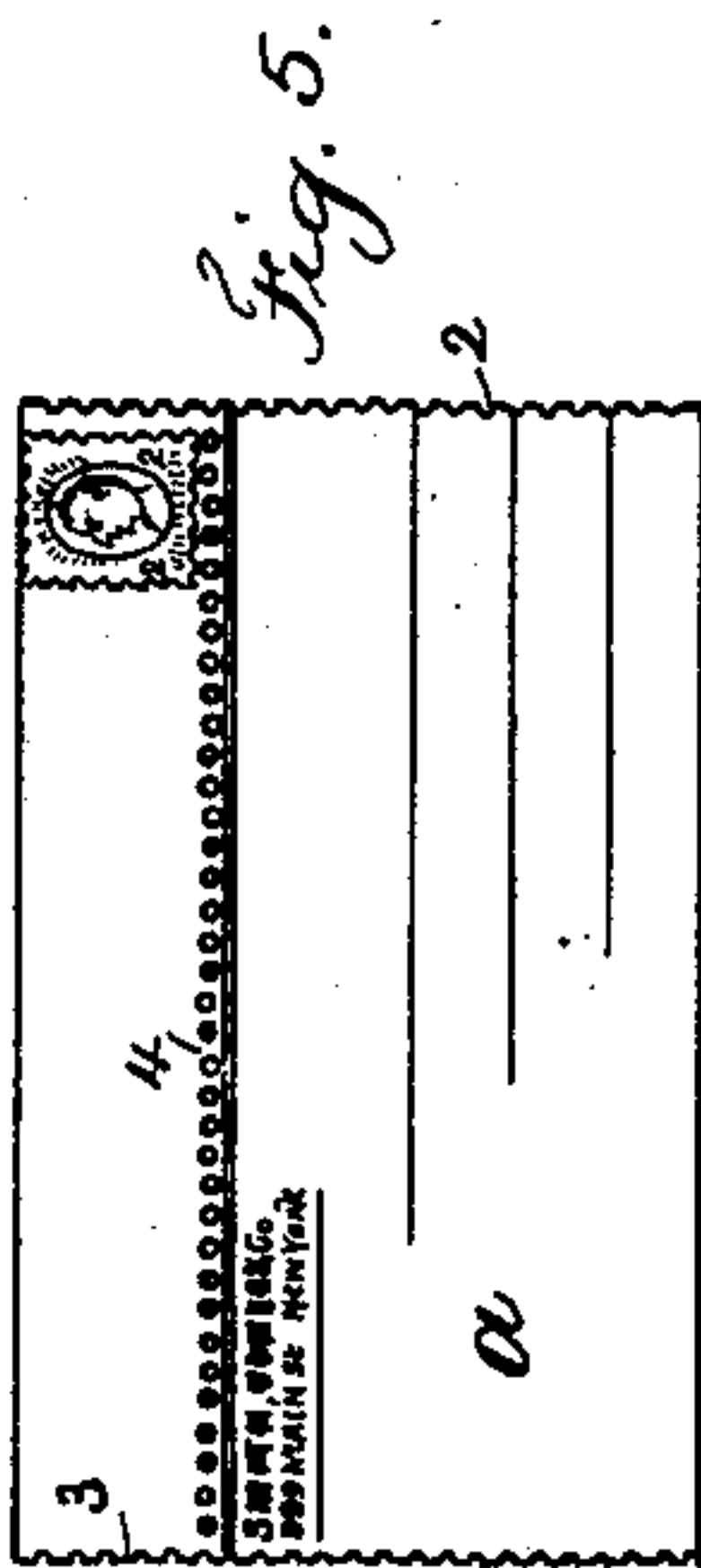
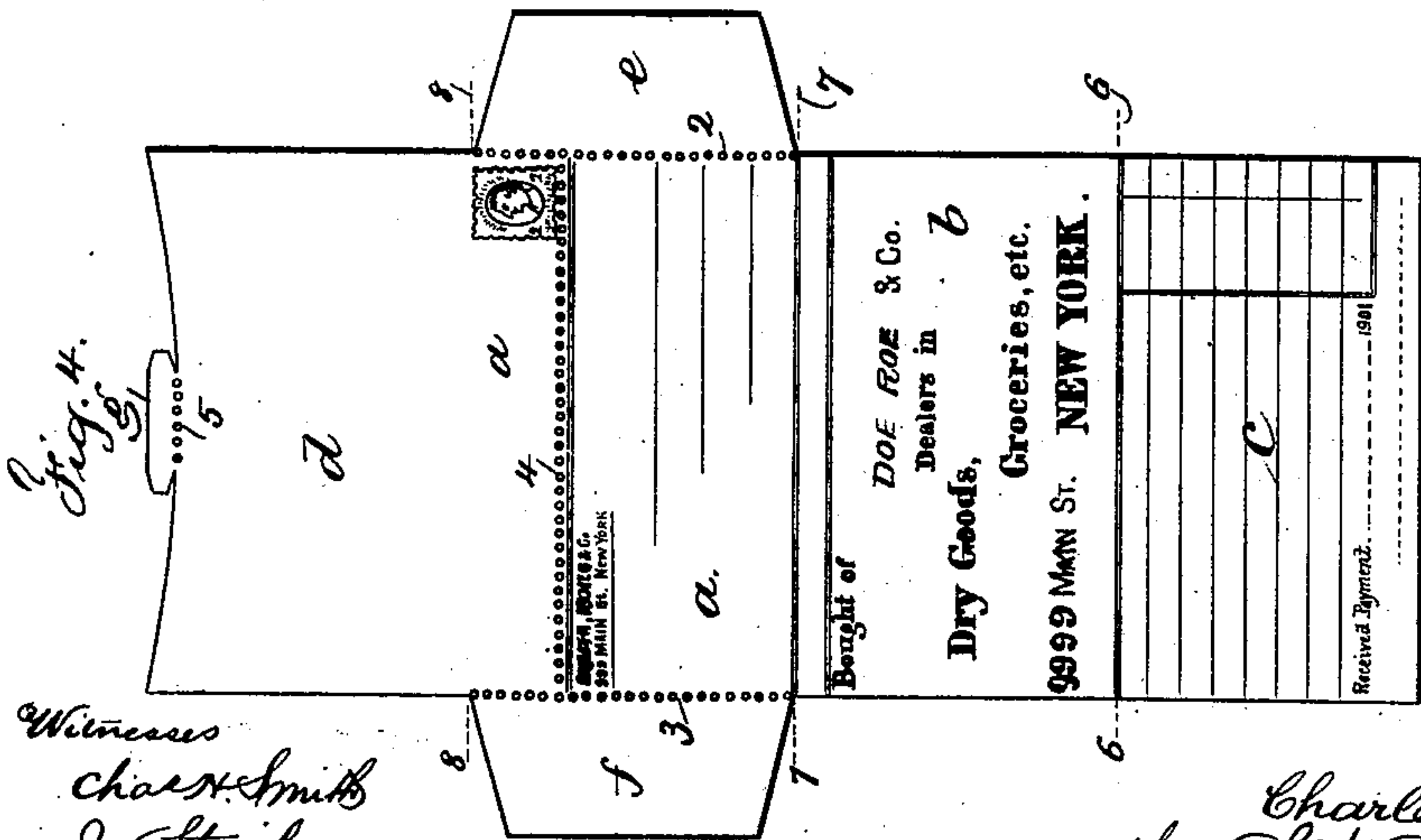
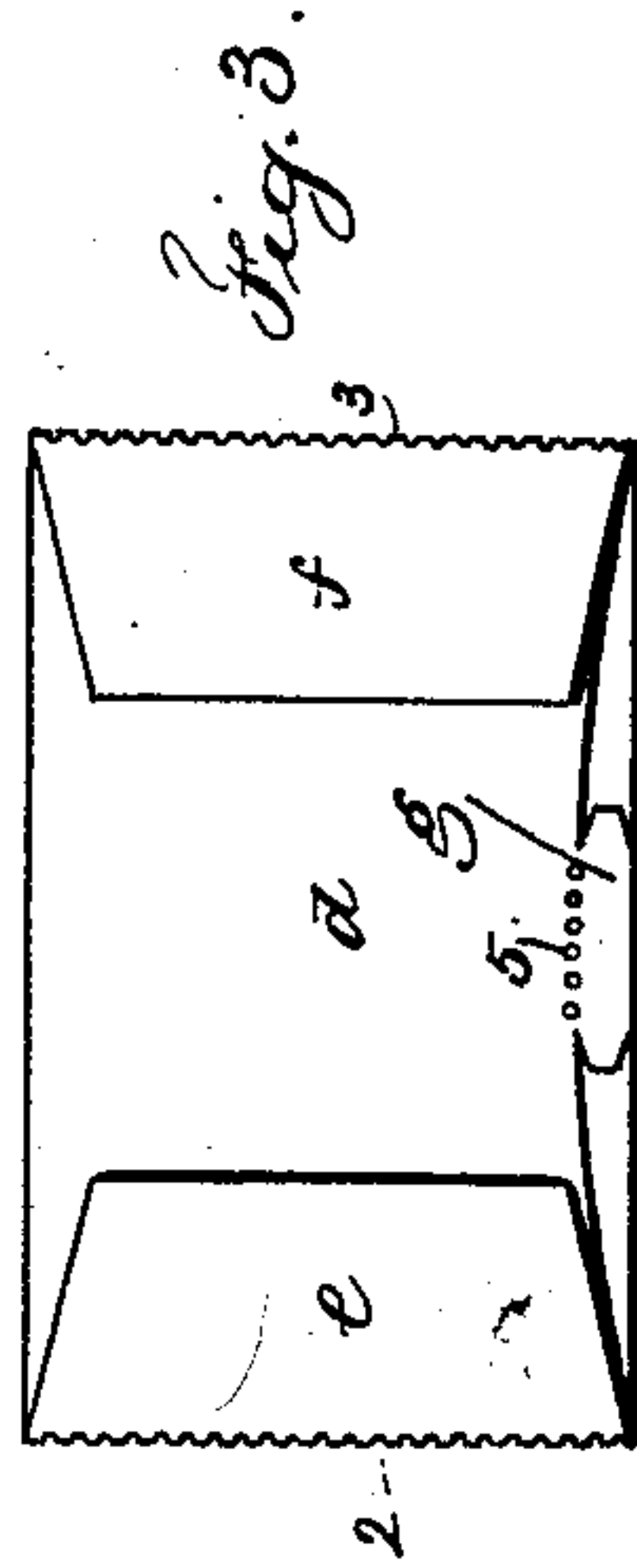
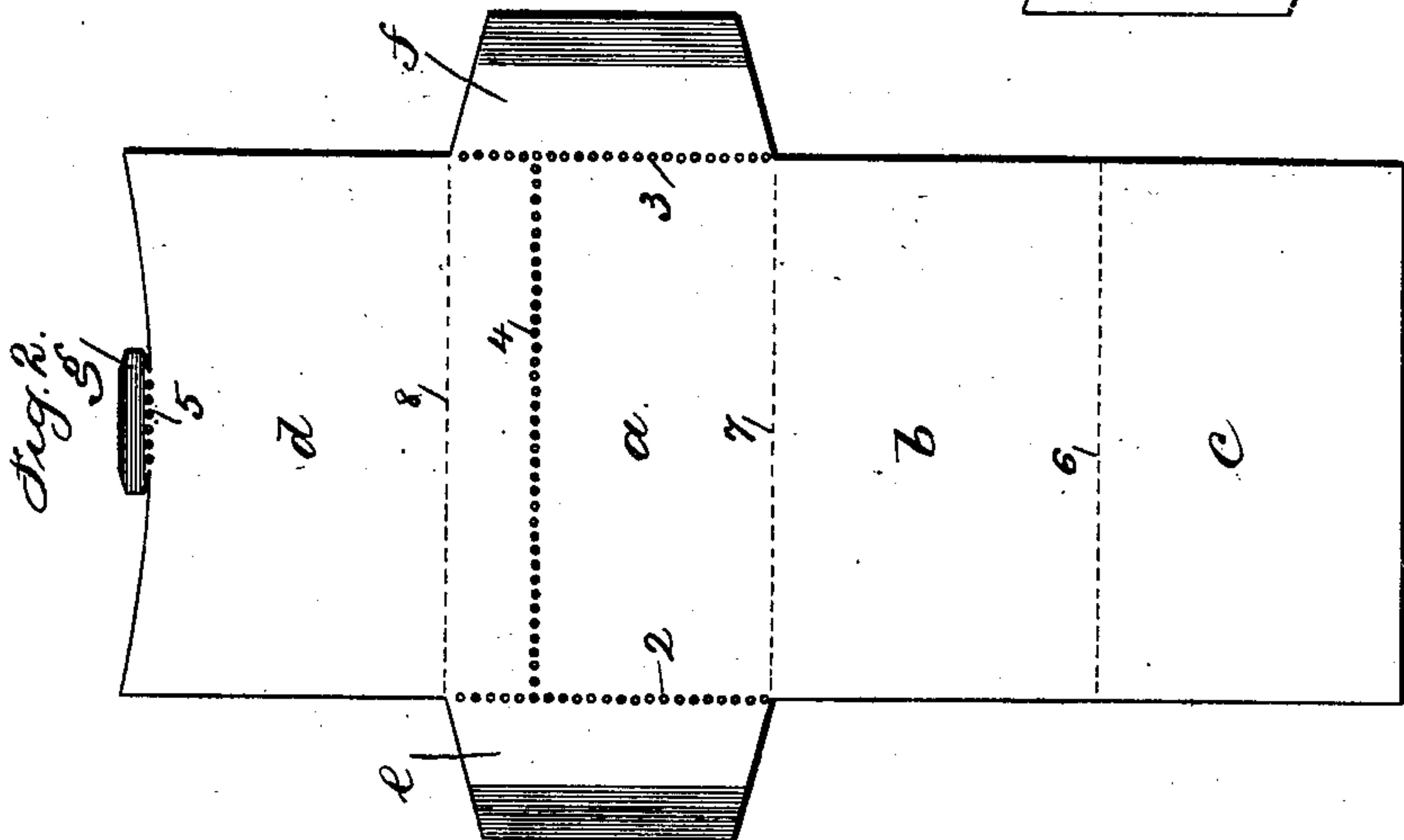
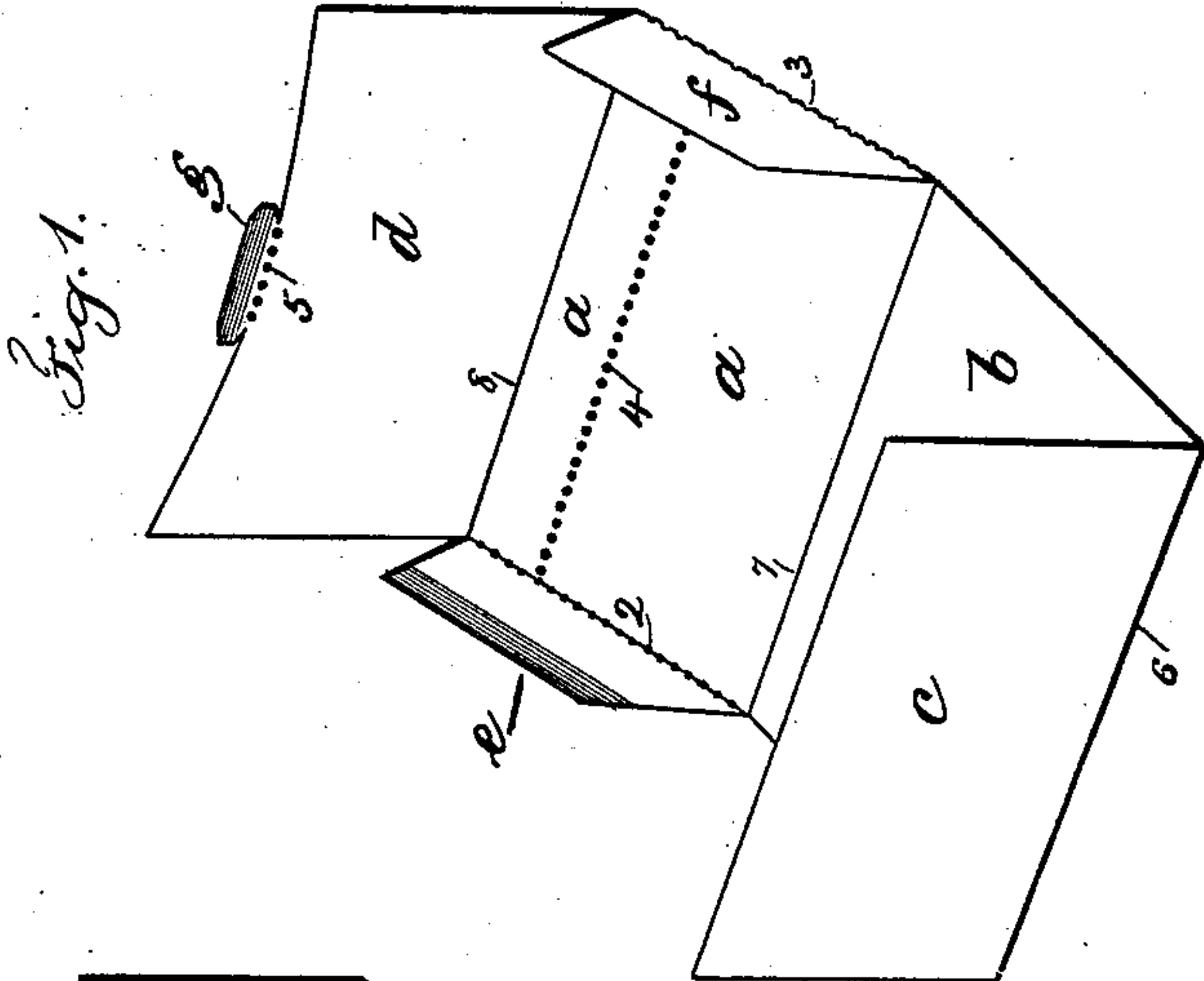
Patented Dec. 10, 1901.

C. S. SHIVLER.

COMBINED LETTER OR BILL SHEET AND ENVELOP.

(Application filed July 12, 1901.)

(No Model.)



Witnesses
Charles Smith
J. Staib

Inventor
Charles S. Shivler
per L. W. Terrell & Son

UNITED STATES PATENT OFFICE.

CHARLES S. SHIVLER, OF BROOKLYN, NEW YORK.

COMBINED LETTER OR BILL SHEET AND ENVELOP.

SPECIFICATION forming part of Letters Patent No. 688,552, dated December 10, 1901.

Application filed July 12, 1901. Serial No. 68,033. (No model.)

To all whom it may concern:

Be it known that I, CHARLES S. SHIVLER, a citizen of the United States, residing at the borough of Brooklyn, in the county of Kings, city and State of New York, have invented an Improvement in a Combined Letter or Bill Sheet and Envelop, of which the following is a specification.

My invention relates to a novel construction and arrangement of letter or bill sheet envelopes adapted to be folded and sealed into substantially the form of an ordinary envelop with the object of being able to remove and discard such useless portions as flaps and the part receiving the postage-stamp and postmark, so that the letter or bill may be preserved entire, and with the further object in the case of a bill of employing the mailing-address also as a debtor address or heading of the bill.

In carrying out my invention I provide a sheet of paper of substantially quadrangular form divided into folding sections with side flaps to the main section and between which are lines of perforations and an intersecting line of perforations extending across the main section and coming between the portion usually employed for the address and the portion carrying the postage-stamp and the postmark. The cover-section at one edge carries a small and auxiliary flap with adhesive material on one surface and a line of perforations between the same and the cover-section. The folding sections upon which is the writing or printed matter, or both, of a letter or bill are folded upon themselves and upon the main section. The cover-section is then turned down and the auxiliary flap pasted down to seal the cover-section, and the side flaps, also carrying adhesive material, are secured down upon the cover-section, thus forming an envelop ready for mailing. To open this envelop, the several lines of perforations are cut through. This separates the side flaps, the cover-section, and part of the main section having the postage-stamp and postmark thereon from the folding sections and the larger part of the main section. This latter portion is preserved and the former part discarded, the latter part then being complete in itself as a letter or bill.

In the drawings, Figure 1 is a perspective

view illustrating my improvement in a partially-folded condition. Fig. 2 is a plan view of the sheet as adapted for a letter and laid out flat. Fig. 3 is an elevation of the parts, Fig. 2, as folded to form an envelop. Fig. 4 is a plan of the sheet in the form adapted for a bill and as laid out flat; and Fig. 5 represents the sheet, Fig. 4, as folded into the form of an envelop, Fig. 2 showing the inner surface of the sheet, and Fig. 4 the outer surface of the sheet.

The letter or bill sheet and envelop comprises a main section *a*, folding sections *b c*, a cover-section *d*, side flaps *e f*, with adhesive material on one surface near the outer edge, as shown in Fig. 2 by a series of parallel lines, and an auxiliary flap *g*, also shown in Fig. 2 as having adhesive material on one surface by similar parallel lines. Between the main section *a* and the side flaps *e f* are lines of perforations 2 3, and I provide a line of perforations 4 across, through, and within the margin of the main section *a*. This line of perforations 4 is so placed with reference to the width of the main section that it is on an imaginary line of about one-third the width of the section, leaving a space above the said line for the postage-stamp and the postmark. I provide a line of perforations 5 between the cover-section *d* and the auxiliary flap *g*, and 6, 7, and 8 represent by dotted lines the folds between the main section *a* and the folding sections *b c* and cover-section *d*. While I have shown these various sections, I do not wish to be limited to the number employed, as other sections may be added to the section *c* in the same line without modifying or changing the nature of the invention. These sections, the lines of perforations, and the dotted lines representing the folds are the same whether the sheet is used for a letter or a bill. Fig. 2 specially represents a plain sheet adapted to be written upon for a letter, the letter being written upon the lower portion of the main section *a* and upon the sections *b c*. Fig. 4 represents the sheet printed upon for a bill, the upper portion of the main section *a* having illustrated thereon a postage-stamp and leaving room for the postmark and the lower portion of the main section *a* having lines for the name and address of the party to whom the communication or bill is sent.

The folding section *b* in Fig. 4 is represented as containing the name, business, and address of the tradesman and the section *c* as ruled with horizontal and vertical lines for an account. Fig. 4 shows the outer face of the sheet, and it will be noticed that when the section *c* is folded back against the section *b* on the line 6 and the section *b* folded on the line 7 against the main section *a* said folded parts will then be between the flaps *e f* and parallel with the main section *a*. The cover-section *d* is then folded on the line 8 over the sections *b c*. The auxiliary flap *g* is then pasted down upon the outer surface of the section *b*, and the side flaps *e f* are then folded over on the lines of perforations 2 3 and pasted down on the back of the cover-section *d*. It will be noticed that when the parts are folded in this manner in the case of a letter the entire contents are inclosed and protected from view and that in the case of a bill the articles enumerated, with their prices, are also entirely concealed, as well as the name, business, and address of the tradesman. The sealing of the auxiliary flap *g* to the back of the section *b* prevents the inner folded sections being pulled out intentionally in the mail, as might be the case were the parts only fastened down by the side flaps *e f*. It will be further noticed that the side flaps are fastened entirely to the cover-section and that when the parts are separated at the lines of perforations 2, 3, and 5 the side flaps remain upon the cover-section as the parts are opened out and, further, when the parts are further separated on the line of perforations 4 that then the cover-section and side flaps come away with the upper portion of the main section containing the postage-stamp and the postmark from the larger portion of the main section *a* and from the folding sections *b c*, only leaving the auxiliary flap *g* as pasted upon the surface of the section *b*.

It will be apparent that in the case of a

bill, as shown in Fig. 4, the name and address upon the larger portion of the main section *a* becomes the heading to the bill, thus economizing space and material and time in the preparation of the bill and the mailing-package. Instead of the account-ruling being only upon the folding sections *b* other sections may, without departing from my invention, be added to the section *c* and the ruling continued thereon where it is desirable to make a longer bill; but this forms no necessary part of my invention.

I claim as my invention—

1. A letter or bill sheet envelop having a main section, folding sections and a cover-section indicated by folding-lines, side flaps to the main section, lines of perforations between the main section and side flaps, a line of perforations intersecting the aforesaid lines and passing across through and within the margin of the main section, and a means for fastening the cover-section down in place upon one of the folding sections, substantially as set forth.

2. A letter or bill sheet envelop having a main section, folding sections and a cover-section indicated by folding-lines, side flaps to the main section, lines of perforations between the main section and side flaps, a line of perforations intersecting the aforesaid lines and passing across through and within the margin of the main section, and an auxiliary flap formed upon the outer end of the cover-section and between which parts is a line of perforations, there being adhesive material upon the edges of the side flaps and surface of the auxiliary flap, substantially as set forth.

Signed by me this 9th day of July, 1901.

CHARLES S. SHIVLER.

Witnesses:

GEO. T. PINCKNEY,
S. T. HAVILAND.