

No. 755,080.

PATENTED MAR. 22, 1904.

F. M. TURCK.
MANIFOLDING SALES RECORDING BOOK.

APPLICATION FILED AUG. 26, 1901.

NO MODEL.

2 SHEETS—SHEET 1.

Fig. 1.

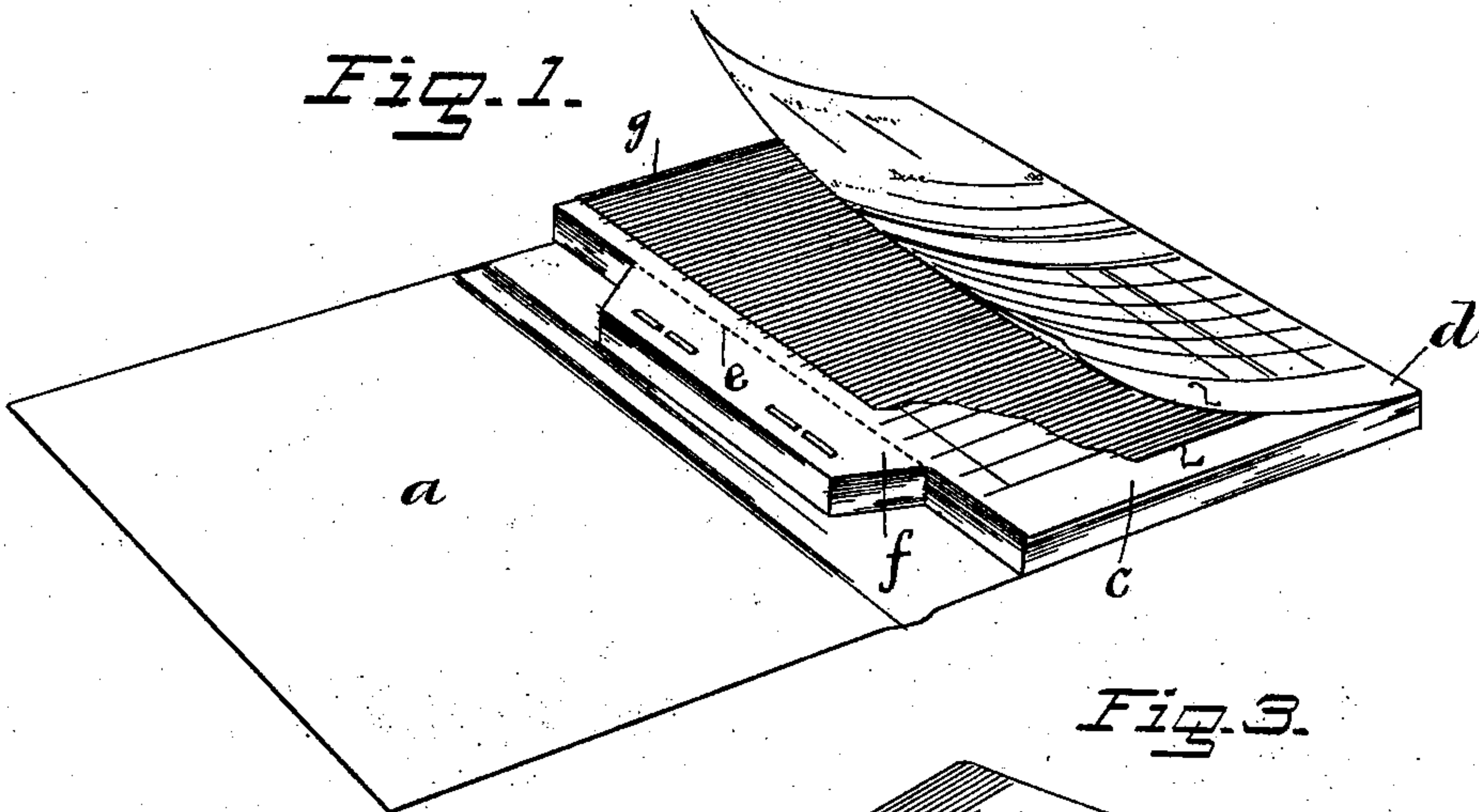


Fig. 3.

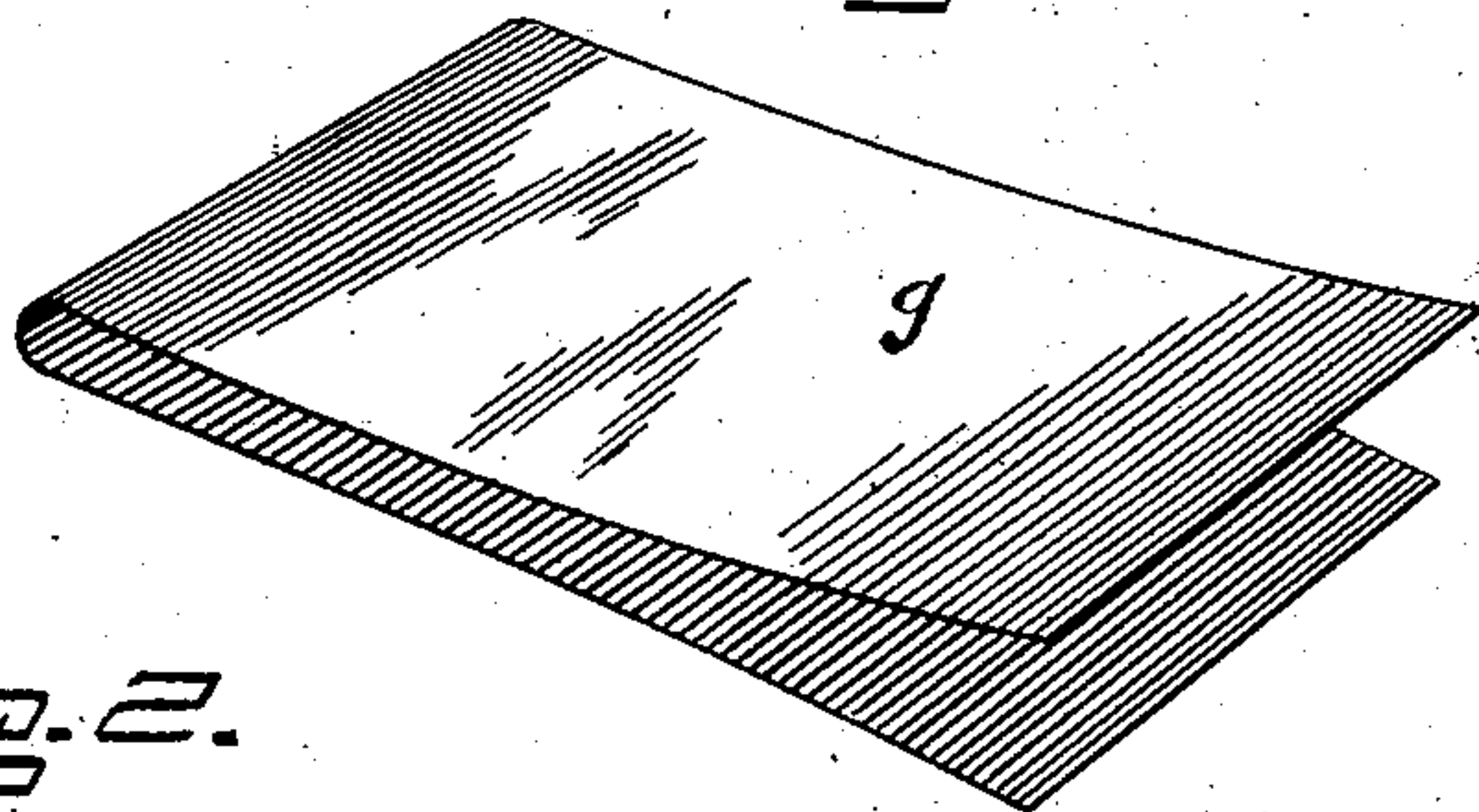
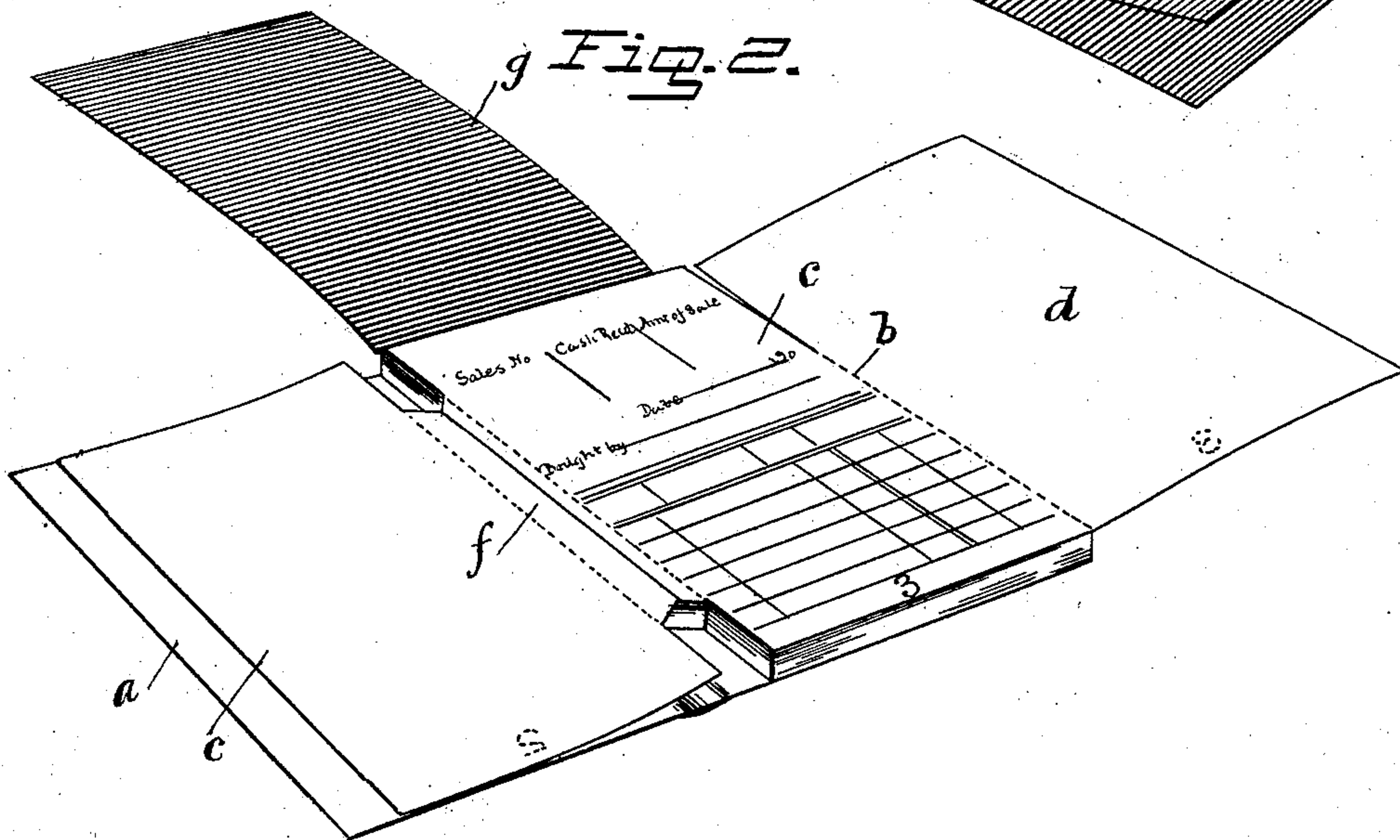


Fig. 2.



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2 SHEETS—SHEET 2.

[illegible]

Fig. 5.

f

Sales No.	Cash Recd.	Amt of Sale
2		h_1
Date _____ 19__		
Bought by _____		

Sales No.	Cash Recd.	Amt of Sale
2		h_1
Date _____ 19__		
Bought by _____		

Sales No.	Cash Recd.	Amt of Sale
9		h_1
Date _____ 19__		
Bought by _____		

6

WITNESSES:

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Fig. 5. A diagram showing a series of horizontal lines representing a structure, with labels *j*, *i*, *c*, *d*, *b*, and *e*.

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UNITED STATES PATENT OFFICE.

FREDERICK M. TURCK, OF NEW YORK, N. Y., ASSIGNOR TO TRACY MANUFACTURING COMPANY, OF NEW YORK, N. Y., A CORPORATION OF NEW YORK.

MANIFOLDING SALES-RECORDING BOOK.

SPECIFICATION forming part of Letters Patent No. 755,080, dated March 22, 1904.

Application filed August 26, 1901. Serial No. 73,278. (No model.)

To all whom it may concern:

Be it known that I, FREDERICK M. TURCK, a citizen of the United States, residing at the city of New York, county of New York, and State of New York, have invented certain new and useful Improvements in Manifolded Sales-Recording Books, fully described and represented in the following specification and the accompanying drawings, forming a part of the same.

This invention relates to improvements in manifolded sales-recording books.

The sales-recording books to which the present invention relates are those in which the book consists of a pack of sales-slips bound together and each consisting of a sheet doubled upon itself so as to form duplicate (and sometimes triplicate) slips, the outer one of which receives the entries from the pencil of the salesman, such entries being simultaneously recorded upon the inner slip by a transfer-sheet of carbon secured to the book or pack and interposed between the slips at the time the salesman is making the entries. In practice the duplicate slips are torn from the pack (the inner slip being usually perforated at its bound edge) and then separated (the doubled sheet being usually perforated also on its fold-line) and one of the slips handed or sent with the goods to the customer and the other sent with the money (or to be charged) to the cashier. Upon the removal of the duplicate sales-slips the carbon transfer-sheet is introduced between the sales-slips of the next set, and so on until the book or pack of slips is used up.

The object of the present invention is to improve the construction of such sales-recording books or packs by binding them together in such way that the outer slip of each duplicate set may be more conveniently handled and opened or turned back and returned to overlapping or folded position without any liability of being torn or otherwise damaged and also by combining a transfer-sheet with the pack of slips in such way as to avoid the necessity of removing one set of slips relating

to one sale before entries can be made on the next succeeding set of slips.

In the accompanying drawings, Figure 1 is a perspective view of a sales-recording book embodying the present invention. Fig. 2 is a similar view illustrating the manner in which the book is used as sales are recorded. Fig. 3 is a detail perspective view of the carbon transfer-sheet used between the sales-slips. Fig. 4 is a plan view of a web printed and perforated to form a series of sales-slips, such web being designed to be longitudinally folded and severed transversely into sheet lengths. Fig. 5 is a plan view of the web of Fig. 4 in folded condition and ready to be severed into sheet lengths and also for the cutting operation which is to produce the binding-stubs on the several sheet lengths or duplicate sales-slips, as hereinafter more fully described. Fig. 6 is a section on the line 6-6 of Fig. 5.

Referring to Figs. 1, 2, and 3, of said drawings, the sales-recording book therein illustrated consists of a cover *a* and a pack of sales-slips in duplicate, stapled or otherwise suitably secured together and to the inner end of the right-hand half of said cover, and each consisting of a single sheet folded upon itself on the line *b* to form the duplicate slips *c* *d*, overlapping each other, the fold-line *b* of the slips *c* *d* being perforated, so as to facilitate the separation of said slips from each other, as indicated in Fig. 2. At its inner or binding edge the slip *c* is also provided with a line of perforations *e* to facilitate its detachment from the pack when desired. Each of the sheets forming the slips is provided with a binding-stub *f*, projecting from the slip *c* and beyond the free edge of the slip *d*, said binding-stub being cut away at its ends, so as to be of less length than the slips *b* *c*, whereby the salesman's fingers can be more conveniently and more readily engaged with the inner or free edge of the slip *d* when it is desired to open or turn the latter outward, as illustrated in Fig. 2. These binding-stubs *f* are preferably formed upon the vertical edges of the slips *b*.

Combined with the pack of sales-slips (illus-

5 trated in Figs. 1 and 2) is a transfer-sheet *g*, of
 carbon. (Illustrated in detail in Fig. 3.) This
 transfer-sheet is loose—*i. e.*, is not connected
 with the book—so that it can be removed at
 10 will, and is, moreover, of such length that it
 may be folded over and engaged with the
 upper edge of the pack and be held by such
 engagement in place upon the pack and be-
 15 tween the transfer-sheets when inserted there-
 in, as illustrated in Fig. 1. The length of the
 transfer-sheet *g* is about double the height of
 the writing-space upon the sales-slip, so that
 it may be doubled, as illustrated in Fig. 3,
 and after one of its carbon faces has been
 20 used up may be reversed, so as to bring its
 unused carbon face into position for use be-
 tween the sales-slips. The carbon-sheet *g*
 also, as will be observed, in being entered be-
 25 tween the sales-slips or while being folded
 back, as illustrated in Fig. 2, moves in a di-
 rection transverse to the fold of the sales-slip.
 This is a feature of importance in that it ren-
 ders it unnecessary to remove a slip or set of
 30 slips before entries can be made upon the next
 succeeding slips, for the reason that after a
 sale has been completed or partially completed
 the salesman instead of tearing from the pack
 the sales-slips upon which he has made entries
 may fold the carbon-sheet upwardly, as indi-
 35 cated in Fig. 2, and then fold the sales-slips
 containing these entries outwardly or away
 from the pack, and thus bring into writing
 position another sales-slip, and when he has
 finished his entries upon the latter slip he may,
 40 if desired, return the slips which he has folded
 outwardly into position for additional entries.
 This arrangement of the transfer-sheets en-
 ables the salesman to make entries upon one
 set of slips of sales made, for example, in one
 45 department of a store, to then make entries
 on the next set or sets of slips of sales made
 in another department or departments, and to
 then fold back or return to writing position
 the different slips for additional entries should
 50 he make additional sales in the department to
 which they relate or should additional entries
 be necessary on such slips for any other reason.
 In like manner should the salesman after
 making sales to one customer and after enter-
 55 ing such sales on the slips discontinue waiting
 upon that customer and start to wait upon
 another he may turn such slips away from the
 pack, enter the sales to the new customer on
 the slips which are then brought into position,
 60 and after he has finished with this customer
 resume his sales to the first customer and turn
 the latter's sales-slips back to writing position
 for additional entries. This arrangement of
 the transfer-sheet in this way has also a further
 advantage in that it provides for retaining in
 the pack or book the several under slips *c*, so
 that a complete record of sales may be kept
 in book form, the only portion of sales-slips
 removed in such case being the outer slips *d*.

Sales-recording books such as those to 65
 which the present invention relates are sold at
 a low figure, and in their production the most
 economical methods of manufacture must be
 adopted. According to present methods the
 sheets which are to form the sales-slips are 70
 printed and perforated in the form of a web
 containing several sheet lengths in a machine
 employing rotary printing and perforating
 devices operated at high speed and capable of
 turning out such printed and perforated sheets 75
 rapidly and in large quantities within a given
 time. The webs thus printed and perforated
 are then severed into the sheet lengths, which
 when folded, the folding being done before or
 after such severing operation, form duplicate 80
 sales-slips, as *c d*. To provide a pile of such
 sheets or sales-slips simultaneously with bind-
 ing-stubs of the same length or width as the
 edges of the sheet from which such stubs pro-
 85 ject is a comparatively simple matter, as all
 that need be done is to fold each of the webs
 on a longitudinal line a little to one side of its
 center, so that one edge of the web will pro-
 ject beyond the other, then pile the webs one
 upon the other, and then transversely sever 90
 the webs into sheet lengths, the projecting
 edge of each web in such case furnishing the
 binding-stub. To provide a stub of less length,
 such as the stub *f*, however, it is necessary to
 cut away a portion of the binding edge of the 95
 sheet, and I have discovered that such cutting
 operation cannot be successfully performed
 upon a pile of webs or sheets folded, as just
 described, with one edge (which is to furnish
 the binding-stub) projecting beyond the other. 100
 The reason for this is that the pile of sheets
 or webs being of less thickness in line with
 the projecting edges of the webs or sheets
 than at other points lacks solidity or firmness,
 and as a result the cutting-tool in descending 105
 upon such projecting portions or edges of the
 webs or sheets has a tendency to glance off
 and make an irregular or inclined cut and also
 to tear such projecting portions or edges from
 the sheets or webs. In order, therefore, to 110
 properly cut through a pile of sheets or webs
 to form such shorter binding-stubs, it is nec-
 essary that the folded webs or sheets should
 be of the same thickness, and therefore have
 the same firmness and rigidity, at the points 115
 where the cuts are made as at other points.
 I have discovered a method of cutting the webs
 or sheets to form such binding-stubs which
 permits the webs or sheets to be folded so that
 they will have the necessary thickness, rigid- 120
 ity, and firmness at the points where the cuts
 are made, this method of cutting, briefly stated,
 consisting in first partially severing one edge
 of each sheet by means of a slit of less length
 than the sheet, folding the sheet with this par- 125
 tially-severed edge overlapping the opposite
 edge of the sheet, and then cutting through
 a pile of such folded sheets and simultane-

ously severing therefrom the unsevered portions of the partially-severed edges of the sheets and like portions of the opposite edges. The result of this method of cutting is that the edge of each sheet which is first partially severed therefrom is entirely severed, while a portion of the opposite edge of the sheet is left connected thereto, which forms the binding-stub of that sheet. This method is illustrated in Figs. 4, 5, and 6 of the drawings and will now be described more in detail.

Referring to Fig. 4, the web therein shown is designed to be severed on the transverse lines *h* into sheet lengths each of which provides duplicate sales-slips *cd*. The web shown in Fig. 4 is provided near one of its edges with a line *e* of perforations and is also provided with a central line of perforations *b*, upon which the web is designed to be folded. The opposite edge *j* of the web is partially severed therefrom in each sheet length by a longitudinal slit *i* of less length than the sheet, so that such partially-severed edge *j* remains connected with the body of the sheet at its upper and lower ends. The line of perforations *e* and *h* and the slits *i* may be and preferably are formed in the web in a machine provided with a rotary perforating and slitting device, which operates simultaneously on each sheet length to form such perforations and slit therein. The web of Fig. 4, with the perforations and slits described, is folded on the line *b* in the manner indicated in Fig. 5 and when in such folded condition is ready for the operation of cutting to complete the severance from the sheet lengths of the partially-severed edges *j* and the formation of the binding-stubs *f*. In this operation of cutting a plurality of such webs are superposed one upon the other in the manner indicated in Fig. 6, and while in such superposed position a suitable notching device, operated manually or mechanically, is employed to make the cuts indicated by full lines at the upper portion of Fig. 5 and by dotted lines at the lower portion thereof, these cuts completing the severance of the edges *j* from the several webs and also severing like portions from the opposite or binding edge of the web, with the result that at each sheet length there is left connected to the sheet a binding-stub *f*. It will be observed that when the web is in the folded condition illustrated in Fig. 5 the partially-severed edge *j* of the web is in line with and overlapped by the opposite edge of the web, so that the pile of folded webs is of the same thickness throughout, considered widthwise, as illustrated in Fig. 6, and there therefore can be no glancing off of the notching device or other cutting-tool employed during the cutting operation, and consequently no tearing of or other damage done to the edges of the webs or sheets. After the pile of webs has been thus notched or cut to form the binding-

ing-stubs *f* the folded webs are severed into sheet lengths by means of a suitable cutting apparatus and then formed into books or packs of the form illustrated in Figs. 1 and 2.

What I claim is—

1. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one edge with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, substantially as described.

2. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one of its vertical edges with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, substantially as described.

3. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one edge with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, in combination with a transfer-sheet folding inwardly over the slips in a direction transverse to the fold of the sheets, substantially as described.

4. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one of its vertical edges with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, in combination with a transfer-sheet folding inwardly over the slips in a direction transverse to the fold of the sheets, substantially as described.

5. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one edge with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, in combination with a removable transfer-sheet folding inwardly over the slips in a direction transverse to the fold of the sheets, said transfer-sheet being substantially twice the size of the writing-surface of the slips whereby it may be folded over and held in position by engagement with the edges of the slips and be reversed to bring a fresh portion of its surface into writing position, substantially as described.

6. A pack of sales-slips each comprising a sheet folded upon itself to form duplicate slips and provided at one of its vertical edges with a binding-stub cut away at its ends, the stubs of the several sheets being suitably bound together, in combination with a removable transfer-sheet folding inwardly over the slips in a direction transverse to the fold of the sheets, said transfer-sheet being substantially twice the size of the writing-surface of the slips whereby it may be folded over and held in position by engagement with the edges of the slips and be reversed to bring a fresh portion of its surface into writing position, substantially as described.

7. A sales-recording book consisting of a cover and a pack of sales-slips each comprising a sheet folded upon itself to form superposed duplicate slips and provided at one side
5 edge with a binding-stub, the upper faces of the several sheets being ruled at right angles to their stubs and the stubs thereof being suitably bound together and to the left-hand side edge of the right-hand half of the cover

but disconnected from the left-hand half of the cover, substantially as described.

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

FREDERICK M. TURCK.

Witnesses:

J. A. GRAVES,

A. A. V. BOURKE.