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BANK REGISTER AND REMITTANCE SHEET.

APPLICATION FILED MAY 31, 1904.

NO MODEL.

Fig. 1.

Fig. 1.

Fig. 2.

Fig. 2.

Witnesses

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UNITED STATES PATENT OFFICE.

MARCUS P. EXLINE AND EDMUND BOURKE, OF DALLAS, TEXAS.

BANK REGISTER AND REMITTANCE-SHEET.

SPECIFICATION forming part of Letters Patent No. 768,360, dated August 23, 1904.

Application filed May 31, 1904. Serial No. 210,594. (No model.)

To all whom it may concern:

Be it known that we, MARCUS P. EXLINE and EDMUND BOURKE, citizens of the United States, residing at Dallas, in the county of Dallas and State of Texas, have invented certain new and useful Improvements in Bank Registers and Remittance-Sheets; and we do hereby declare the following to be a full, clear, and exact description of the invention, such as will enable others skilled in the art to which it appertains to make and use the same.

Our invention relates to a combined bank register and remittance-sheet; and the invention comprises a sheet of sufficient size to have a large number of original entries made upon the same so as to be retained by a local bank as a history or statement in reference to the dates and numbers of checks, drafts, notes, bills, and the like which may be sent out for collection, said information or statement to be kept by the local bank as a permanent record, said sheet being provided on its end with a fold-over portion having printed thereon a plurality of duplicate letters, arranged one beneath the other in such a manner that a few or a large number of entries can be arranged in a vertical column on the folded-over portion and the original sheet in connection with a single transaction with an out-of-town bank, the folded-over portion being designed to be separated into a number of sheets to serve as letters of transmission to be sent to out-of-town banks, together with the items for collection, the folded-over portion being constructed and arranged to have an impression-sheet placed in between said folded-over portion and the permanent sheet, whereby carbon entries may be made on the permanent sheet at the same time that they are made on the letter of transmission and the letters of transmission be removed from the permanent sheet and sent to the out-of-town banks with the items referred to on said remittance or transmission letter.

In handling collections, remittances, &c., in a bank it is customary in sending out the items for collections, &c., to register each separately in a book provided for that purpose, then to write a separate letter of transmittal accompanying the items to each correspondent

and make a copy of this letter in a separate impression-book, requiring three separate operations to complete the work, while by our construction the item is registered, the letter of transmittal written, and a copy of the letter made at one writing on the same sheet of paper, and the headings giving the name of the bank and instructions are so printed and arranged that this letter can be made of any length necessary by writing in the name of the correspondent but once. Under the old style if spaces were provided, say, for ten or fifteen items and there were seventeen items to be transmitted to a single out-of-town bank two separate letters would be required, while with our construction a letter of any length from one to fifty lines can be made, which will more than accommodate the greatest number of items that will be sent out in any one letter. Under the old construction where a lot of small items are sent out to different banks the record kept in the bank is so broken by having a number of pages with one or two items to the page that it is bunglesome and unsatisfactory, while by our construction the record of the items appear continuous on the page, the same as in an ordinary blank-book.

In the accompanying drawings, Figure 1 is a plan view of a book made up of sheets constructed in accordance with our invention; and Fig. 2 is a perspective view of the same and showing on the left-hand side of the figure the transmittal portion of the sheet removed and showing on the right-hand side of the figure the transmittal portion in contact, but folded over with a sheet of impression-paper interposed between it and the permanent sheet and also showing a plurality of permanent sheets beneath the same ready to receive other entries.

1 in the drawings represents a sheet constructed in accordance with our invention and for convenience are bound into book form. This sheet is designed particularly for a combined bank register and remittance-sheet and is provided with a plurality of ruled lines and spaces for the entry of information in regard to checks, drafts, notes, bills, &c., sent out by a bank for collection, &c., the columns formed by the lines and spaces being headed

with such data as "Date," "Number," "Drawn by," "Favor of," "Last indorser," "Acknowledged," "Drawn on," and "Amount." This sheet is made much longer than is usual in
 5 sheets designed for this purpose for a reason as will be presently stated. Intermediate the width of the sheet is provided a plurality of headings 2, giving the name of the local bank and its location and spaces for writing in the
 10 name and address of the bank to which the items are to be transmitted and any instructions desired to be given to the out-of-town bank. Adjoining the headings and extending, preferably, to the outer free end of the
 15 sheet is provided a turn-over portion 3, which is designed to be removed from the main body of the sheet, and such removal is facilitated by means of a row of perforations or lines of weakness 4. By this construction
 20 and arrangement the portion 3 is adapted to be turned over upon a portion of the main body portion 1 and to entirely cover the headings 2 thereof. The turn-over portion 3 is provided with headings and ruled lines and
 25 spaces for filling in memoranda similar to that designed to be contained on the headings and in the columns headed "Drawn on" and "Amount." This turn-over portion 3 is designed to be removed from the main body
 30 portion of the sheet and to be sent to an out-of-town bank or banks, together with the items referred to on said portion of the sheet, the same serving as a letter of transmittal.

In using the sheet the bank clerk writes in
 35 the columns appearing on the main body portion of the sheet, except those columns headed "Drawn on" and "Amount," the proper data in reference to the particular drafts, checks, bills or notes, and the like which is to form
 40 the permanent record of the bank and then folds over the transmittal-sheet 3 upon the main sheet 1 and the headings 5, with an impression-sheet interposed between the same, and then writes in on the transmittal-sheet 3
 45 and in the columns headed "Drawn on" and "Amount" appearing on said transmittal-sheet the proper information and fills in one of the headings the date of transmittal and the name of the bank addressed. If there are
 50 only enough items to fill the space contiguous to one heading, then a single heading with its extended portion containing the information in regard to the items is removed and sent, with the items or item referred to, to the
 55 out-of-town bank for collection. If, however, the entry of the items to be sent to a single bank extends below one of the headings, then a sufficient number of headings are torn off in one sheet to accommodate all of the items to
 60 be sent to a single bank. In this latter instance the name of the out-of-town bank would only be written once in one of the headings. By this arrangement it will be seen that in the event of a large number of items being
 65 sent to a single bank as many headings can be

left on the portion of the transmittal-sheet to be removed as will be necessary to accommodate the entries made in the columns of the transmittal-sheet.

We regard the combination of a turn-over 70 portion of a sheet forming a transmittal-sheet or letter of advice having upon it a plurality of headings arranged one beneath the other at one edge or side and with spacings to one side of the headings of the sheet, so that a 75 number of items can be made without interrupting the continuous entry and without requiring the name of the out-of-town bank to be written in more than once, and the securing of a duplicate copy of the entry made on the 80 removable transmission-sheet onto the permanent sheet as very important features of our invention.

Our invention differs materially from ordinary duplicating books or sheets in which an 85 impression-sheet is placed between two sheets of paper, the upper one for receiving original entries and the under one for receiving impression copies, in that in our construction, which is adapted especially for a bank 90 register and remittance-sheet, the sheet is provided with a removable fold-over portion which is of less width than the main body of the sheet and is provided with a plurality of duplicate headings and letters arranged in a 95 vertical column one beneath the other that the fold-over portion can be used as a single letter of transmission or separated into a plurality of such letters, and only the original entries which form a record of the items sent 100 out are made direct on the original sheet and only that portion of the information which accompanies the items is made on the permanent sheet by use of the impression-sheet.

Having thus fully described our invention, 105 what we claim as new, and desire to secure by Letters Patent, is—

1. A combined bank register and remittance-sheet provided with ruled lines and appropriately-designated spaces for entering 110 data in reference to checks, drafts and the like, sent out for collection and having printed on said sheet intermediate its width a plurality of headings extending from top to bottom of the sheet, and a fold-over portion having 115 thereon a letter of transmittal provided with duplicate headings and ruled lines and spaces corresponding with some of the headings and ruled lines and spaces of the main body of the sheet. 120

2. A combined bank register and remittance-book made up of a plurality of sheets each sheet being of substantially uniform size and provided with ruled lines and appropriately-designated spaces for the entry of items 125 and having a plurality of headings arranged one beneath the other and a portion of the sheet extending beyond said headings to the outer end of the sheet, said portion being provided with a plurality of headings and ruled 130

lines and spaces to one side of said headings, an impression-sheet interposed between the fold-over portion and the main body of the sheet.

- 5 3. A combined bank register and remittance-sheet provided with ruled lines and appropriately-designated spaces for entering data in reference to checks, drafts, notes and the like, sent out for collection and having
10 printed on said sheet intermediate its width a plurality of headings giving the name of the local bank and printed instructions to the out-of-town bank, said headings extending from top to bottom of the sheet, and a fold-

over portion of considerable less width than 15 the main body portion of the sheet and provided with duplicate headings and ruled lines and spaces corresponding with some of the headings and ruled lines and spaces on the main body of the sheet. 20

In testimony whereof we affix our signatures in presence of two witnesses.

MARCUS P. EXLINE.
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Witnesses:

WM. J. M'CARTHY,
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