

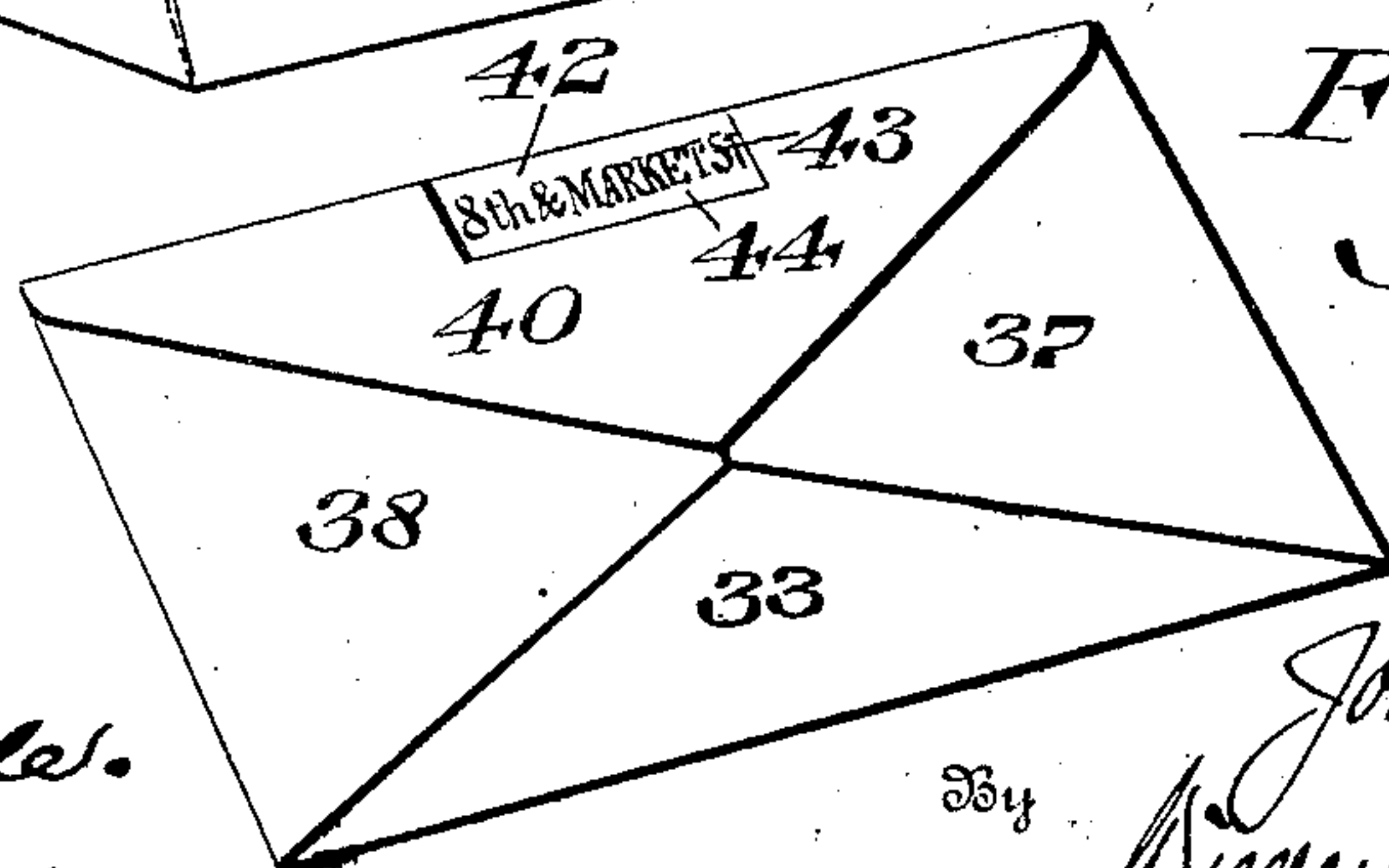
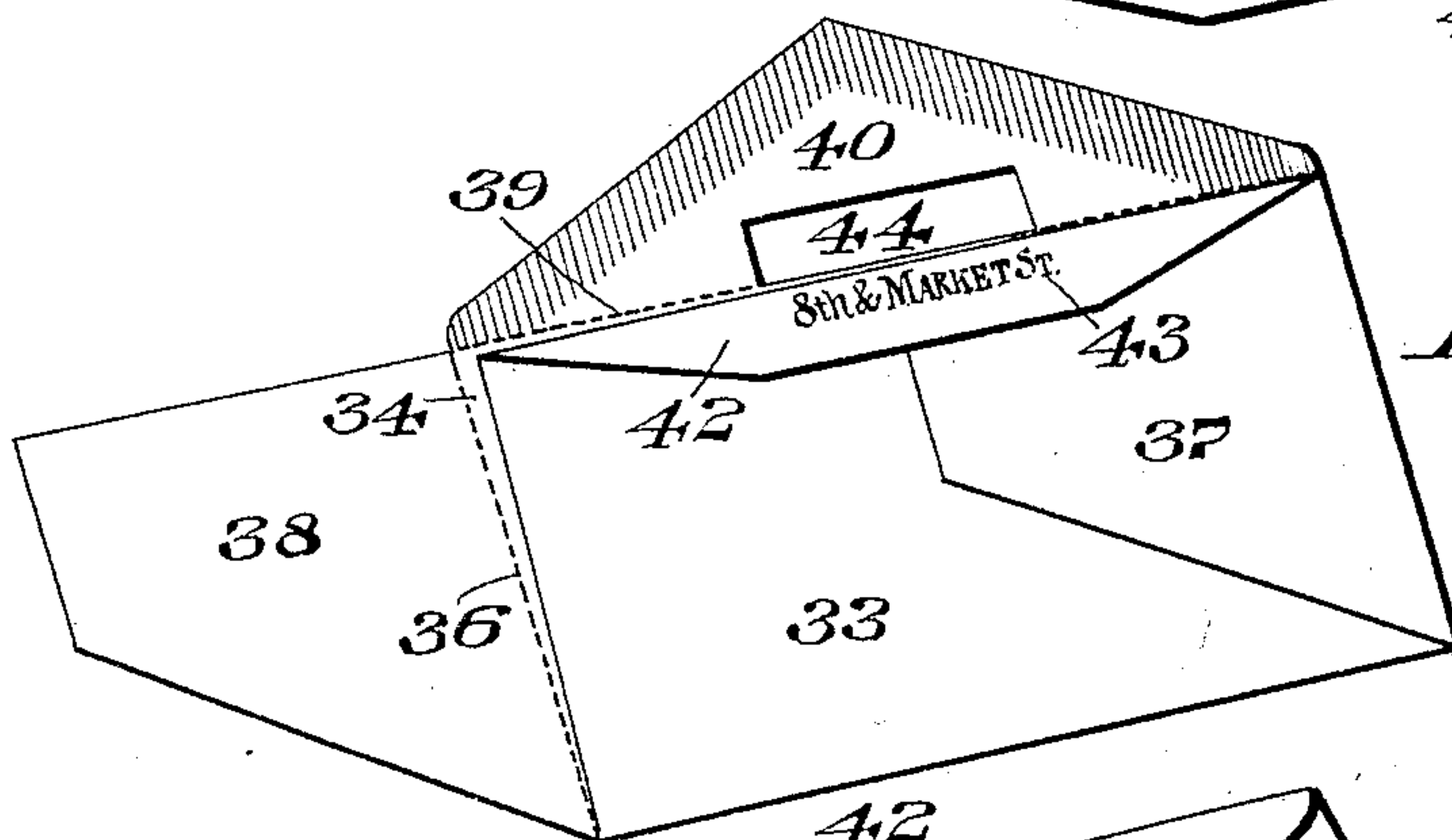
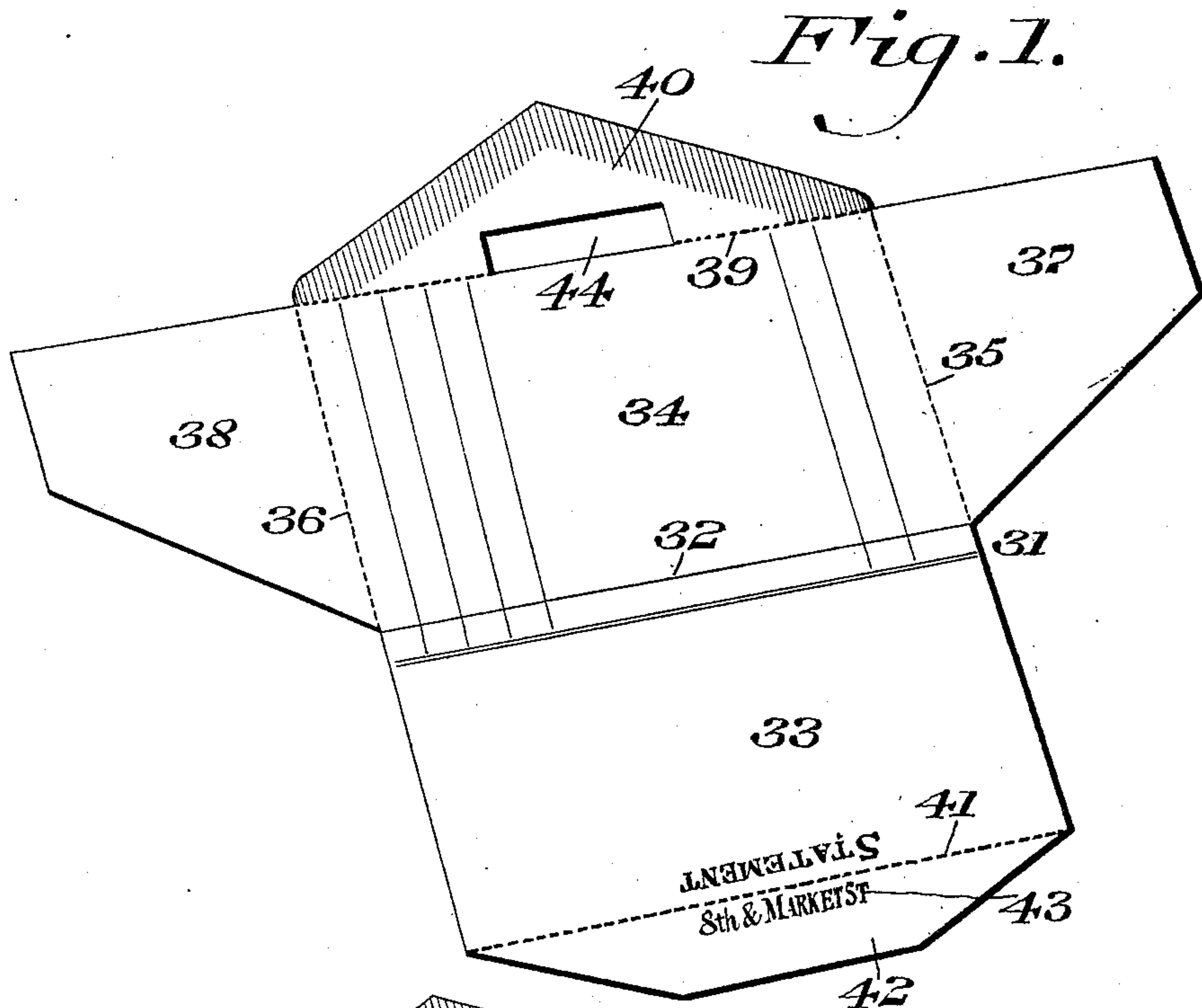
No. 876,743.

PATENTED JAN. 14, 1908.

J. SOUDER.

SELF INCLOSING BILL HEAD OR STATEMENT.

APPLICATION FILED APR. 1, 1907.



Witnesses  
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# UNITED STATES PATENT OFFICE.

JOHN SOUDER, OF PHILADELPHIA, PENNSYLVANIA.

## SELF-INCLOSING BILL-HEAD OR STATEMENT.

No. 876,743.

Specification of Letters Patent.

Patented Jan. 14, 1908.

Application filed April 1, 1907. Serial No. 365,658.

*To all whom it may concern:*

Be it known that I, JOHN SOUDER, a citizen of the United States, residing in the city and county of Philadelphia, State of Pennsylvania, have invented a new and useful Self-Inclosing Bill-Head or Statement, of which the following is a specification.

My present invention consists of a novel construction of a self-inclosing bill-head or statement comprising a single sheet of material which is perforated and scored, so that it may be folded in such a manner that when a carbon sheet is employed and the address is written on the bill-head, a carbon copy thereof will be made on the slip contiguous thereto and when the bill-head or statement is being made out, a carbon of the matter on the bill-head or statement will be made upon the receipt slip, which is detachably secured to the bill-head.

It further consists of a novel construction of bill-head comprising a single sheet and having side flaps and a gummed tab or flap, said flaps and tab being adapted to be readily torn off from the bill-head proper.

It further consists of a novel construction of a self-inclosing bill-head or statement in which one end of the bill-head or statement is scored or weakened, so that when the side flaps have been bent inwardly, the said end may be deflected thereover and thereby positively prevent, when the top flap has been sealed, any improper tampering or unsealing of the device without the same being readily apparent, it being noted also that if desired the top flap may be apertured or paneled, so that the printing or other matter on said end may be seen therethrough when the device is sealed for delivery.

It further consists of other novel features of construction, all as will be hereinafter fully set forth.

For the purpose of illustrating my invention, I have shown in the accompanying drawings those embodiments which best illustrate the principle thereof and which have been found in practice to give satisfactory and reliable results, although it is to be understood that the various instrumentalities of which my invention consists can be variously arranged and organized and that my invention is not limited to the precise arrangement and organization of these instrumentalities as herein shown.

Figure 1 represents a perspective view of a novel construction of a self inclosing bill-head

embodying my invention. Fig. 2 represents a perspective view of the embodiment seen in Fig. 1, the same having been partially folded. Fig. 3 represents a perspective view of the back of the device in sealed condition.

Similar numerals of reference indicate corresponding parts in the figures.

Referring to the drawings I have preferred to show an embodiment of my invention which when sealed positively prevents the statement or bill-head being opened without first breaking the seal or tearing the envelop. In this embodiment, 31 designates a single sheet of material which is scored at 32 in order to form the address portion 33, and the slip 34 on which the rest of the bill or statement may be placed. The sheet 31 is perforated at 35 and 36, so that the side flaps 37 and 38 may be readily detached therefrom and is also perforated at 39 in order that the top flap 40 which is preferably gummed may also be rapidly detached when desired. The slip 31 is also perforated at 41 in order to form a locking slip or member 42. If desired any suitable printing or other matter as 43 may be shown on this slip, so that when the device is in folded condition as seen in Fig. 14, such matter may be seen through the panel 44 in the top flap. It will be noted that after the address 33 has been folded inwardly and the side flaps 38 have been bent thereover, the locking flap is bent rearwardly and the top flap 40 is then sealed in place, it being understood that a suitable carbon is employed, whereby the envelop may be addressed at the same time as the address is written upon the statement. By the employment of this construction, it will be apparent that after the device is sealed, it will be impossible to pull out the address portion 33 without first unsealing or tearing the device. It is also to be noted that if desired, the top flap may be paneled so that any printing or other matter on the locking slip 42 will be visible there-through.

It will be seen that in my invention, the printing may be done at a single operation and also that when the device is properly folded, a carbon copy of the bill head or statement can be made.

In so far as I am aware, I am the first in the art to devise a self-inclosing bill-head comprising a single sheet of paper which is so scored and perforated that the outside of the bill-head is addressed at the same time that the address of the bill-head is made out and



a carbon copy is made when the bill-head proper is made out in combination with means for securing the parts in their folded condition ready for delivery either by mail or otherwise, and my claims to these features are to be interpreted with corresponding scope. It is further to be noted that if it is desired to print on the bill-head the entire printing may all be done in both the embodiments herein shown at a single operation. It is also to be noted that after the device has been received, the parts are joined together in such a manner that they may be readily detached so that the bill-head is left ready for filing or other purposes.

It will now be apparent from the foregoing that I have devised a novel and useful construction of self-inclosing bill-head which embodies the features of advantage enumerated as desirable in the statement of invention and the above description and while I have, in the present instance, shown and described the preferred embodiment which has been found in practice to give satisfactory and reliable results, it is to be noted that the illustrated embodiment is susceptible of modification in various particulars without departing from the spirit and scope of the invention or sacrificing any of its advantages. Having thus described my invention, what I claim as new and desire to secure by Letters Patent, is:—

1. A device of the character described, comprising a single sheet forming two fold-

able portions, and a securing flap secured to one of said portions, said flap being provided with an aperture through which data on an underlying portion is visible when the device is folded.

2. A device of the character described, comprising a single foldable sheet scored and perforated intermediate its ends to form two portions, a third portion secured to one of said portions, and a securing flap for the other of said portions, said flap having an aperture through which data on one of said portions is visible when the device is folded.

3. A device of the character described, comprising a foldable sheet scored and perforated intermediate its ends to form two portions, a securing flap and side flaps attached to one of said portions, and said securing flap having an aperture through which data on an underlying portion is visible when the device is folded.

4. A device of the character described, comprising a foldable sheets scored and perforated intermediate its ends to form two portions, a locking portion secured to one of said portions, side flaps and a securing flap attached to the other portion, and said securing flap having an aperture through which data on an underlying portion is visible when the device is folded.

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