

(Model.)

J. M. JUNKIN.
METHOD OF FILING PAPERS.

No. 385,758.

Patented July 10, 1888.

Fig. 1.

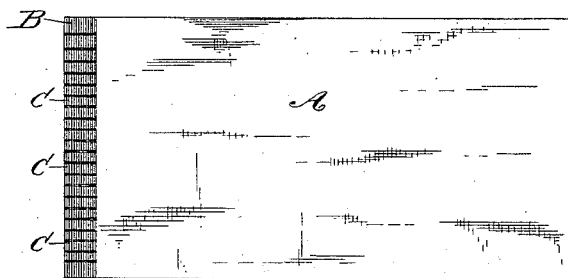


Fig. 2.

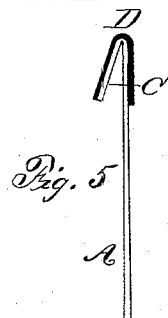
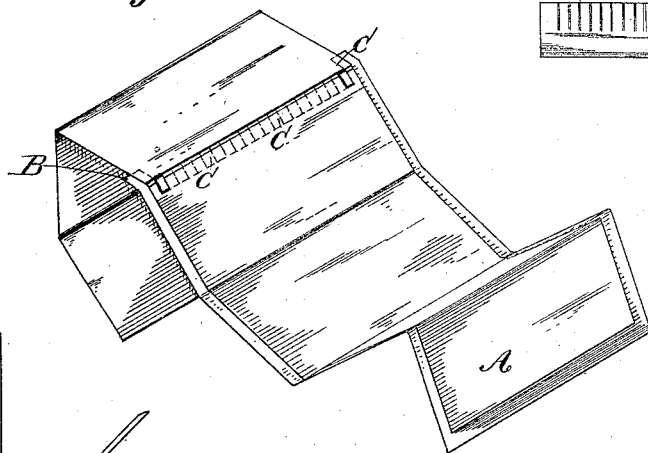


Fig. 3.

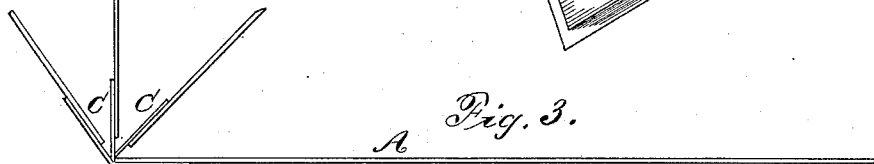
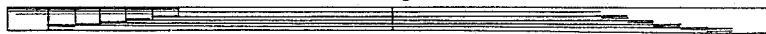


Fig. 4.



Witnesses.

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JOSEPH M. JUNKIN, OF RED OAK JUNCTION, IOWA.

METHOD OF FILING PAPERS.

SPECIFICATION forming part of Letters Patent No. 385,753, dated July 10, 1888.

Application filed October 3, 1887. Serial No. 251,332. (Model.)

To all whom it may concern:

Be it known that I, JOSEPH M. JUNKIN, a citizen of the United States, residing at Red Oak Junction, in the county of Montgomery and State of Iowa, have invented certain new and useful Improvements in Methods of Filing Papers; and I do 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, reference being had to the accompanying drawings, and to the letters and figures of reference marked thereon, which form a part of this specification.

My invention relates to methods and devices for filing letters, drawings, photographs, legal documents, or papers of any kind, and it is especially adapted to filing the successive papers in a law-suit, since each one can be readily and quickly inserted in its regular order without disturbing the others.

In carrying out my invention I make use of a sheet of strong material—such as heavy paper, card-board, cloth, or light leather—having at one end a series of narrow tongues, preferably parallel, and flexibly united to the sheet. The papers are to be attached to these tongues. When used for filing legal documents, a sheet of flexible material is preferred to form a wrapper for the documents. When drawings or photographs are to be filed, it is better to have some stiff material to form a protective covering for the drawings.

The invention will be better understood upon reference to the accompanying drawings, in which—

Figure 1 is a plan view of the cover. Fig. 2 is a perspective view showing the manner of attaching the papers. Fig. 3 is an edge view; Fig. 4, a top view. Fig. 5 shows a re-enforcing strip applied to the tongues, and Fig. 6 is a modification.

The same letters refer to corresponding parts in all the figures.

When used as a wrapper, the cover A is made by cutting a sheet of the selected flexible material a little wider than the papers, which it is to protect and some one or two inches longer. One end is then folded over to the depth of perhaps an inch, and to the inside of the flap is applied a coating of mucilage or

other adhesive substance, B. The flap is then cut into a series of narrow tongues, C, by a succession of short cuts extending from the edge of the flap to the line of fold in a direction parallel with the sides of the sheet, as shown in Fig. 1.

If desired, a strip of re-enforcing material, D, such as thin tough muslin, may be applied to the back of the sheet A and tongues C, to strengthen the joint.

The manner of using the device is as follows: The first page, sheet, or document to be filed is fastened to the two tongues at the extreme edges of the cover by simply dampening the adhesive coating on the under side of said tongues and pressing the upper corners of the sheet upon them, the sheet being placed on top of the other tongues, which lie folded against the cover. When thus fastened, this sheet can be turned over like the leaf of a book, and the next sheet may then be fastened to the next two extreme tongues, and so on until all the sheets are filed. If at any subsequent time it is desired to attach another paper or sheet, those already filed can be turned over out of the way and the new sheet secured to the two extreme tongues of those not yet used.

Instead of making the series of tongues integral with the wrapper A, they may be formed in one edge of a narrow mucilaged strip of flexible material, as shown in Fig. 6. This is secured to the back or front of the first sheet filed, allowing the tongues to lie at the back of this sheet, which thus becomes the base to which the succeeding sheets are attached; or the narrow strip can be attached to a backing of stiff material, as shown in Fig. 3, for the purpose of filing drawings, photographs, and the like.

It is preferable to apply the adhesive coating B to all the tongues when the wrapper is made, though this coating may be omitted and the mucilage applied to each pair of tongues as they are required for use.

The advantages of my invention are that the sheets to be filed and the cover itself are not weakened, as is the case with the ordinary wire staples or flat brass fasteners. The tongues act as hinges, so that each sheet turns over freely and easily, displaying the entire

surface of the sheet. There is no disarranging of the papers when additional sheets are filed. It is cheap and simple, strong, durable, and convenient.

5 Having thus described my invention, what I claim, and desire to secure by Letters Patent, is—

10 The method of filing a set of papers in an orderly sequence, which consists in providing them with a protective cover having across one end a series of parallel flexible tongues folded down upon the cover and attaching the

tongues to the papers in pairs, one pair for each paper or sheet, the two tongues composing each pair being located, respectively, near the two longitudinal edges of the paper to which they are attached, substantially as described, and for the purpose set forth. 15

In testimony whereof I affix my signature in presence of two witnesses.

JOSEPH M. JUNKIN.

Witnesses:

F. M. BYRKIT,
C. G. LANE.