PATENT SPECIFICATION

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COMPLETE SPECIFICATION

Improvements in Files or Folders for Papers

I, YIP PENG YEE, a Chinese Subject, of 116, Birch Road, Kuala Lumpur, Malaya, do hereby declare the invention, for which I pray that a patent may be granted to me, and the method by which it is to be performed, to be particularly described in and by the following statement:—

This invention is concerned with the production of files or folders for retaining correspondence or other papers within a cover.

The invention is directed to the provision of such files which will hold the papers flat, which are cheap and simple to manufacture and which require no metal parts whatever in their preferred forms.

A file, according to the invention consists of a cover of stiff paper, card or the like, punched at gauged intervals with two holes in one side near the fold therein and a stiff retaining strip similarly punched and provided with at least one knob or projection for engaging the ends of an elastic loop passed through the holes in the cover as well as through corresponding holes in the matter to be filed and the holes in the retaining strip.

Preferred files according to the invention have a concertina-form fold at the bend between front and back sheets and these sheets may be reinforced to double thickness by strips gummed on adjacent the fold. The file may also incorporate a paper sheet punching device in the form of a pair of headless studs (preferably held by the front sheet reinforcing strip) spaced similarly to the holes in the retaining strip and file, so that a piece of paper may be placed in correct position over the headless studs and be punctured at gauged distance by pressing the retaining strip down over it with its holes in matching position.

[*Price* 2/8]

The above and other parts of the invention are embodied in a preferred form of file or folder which will now be described in some detail by way of example with reference to the accompanying drawing which is a perspective view.

The file has a front cover 1 and a back cover 2 formed from a single sheet of stiff paper with a "zig-zag" bend 3.

Reinforcing strips 4 and 5 of similar quality paper are glued to the covers adjacent the bend 3.

A retaining strip 6 is provided for holding the filed matter 7 flat in position and this strip may be of card, wood or "plastic."

A pair of holes 8, 9 are provided in complimentary relationship in both the strip 6 and the back cover 2.

A pair of studs 10, 11 are formed integrally with or attached to the strip 6 and are used to anchor the ends of an elastic loop 12 which is passed through the holes in the cover 2, the filed matter 7 and the strip 6.

A satisfactory elastic loop can be made from two or more standard 3 inch elastic bands formed into a chain. This makes for easy replacement.

The cover 1 carries a pair of headless studs 13, 14 spaced at the same distance as are the holes 8 and 9. These studs can be used in conjunction with the strip 6 to punch appropriately spaced holes in paper to be filed by arranging the paper over them and pressing the strip 6 (which is detached for this purpose) down onto the paper with the holes therein in alignment with the studs.

All four studs can conveniently be attached by gluing the reinforcing strip 4 or laminæ of the strip 6 as the case may be over disc-like flats formed on the ends of the studs.

The "zig-zag" or concertina fold 3

enables the file to be expanded to hold a good thickness of filed matter with the covers parallel and flat.

In place of the studs 10, 11, a single stud intermediate the holes 8,9 on the strip 6 can be used for anchoring the loop 12, one end of which would be engaged on each side of the stud.

While the above description refers to a particular preferred form of file, it will be clear that various modifications of the constructional form and arrangement of parts are possible within the general scope of the invention.

What I claim is:—

1. A file or folder comprising a folded cover punched at gauged intervals with two holes near the fold therein and a stiff retaining strip similarly punched and provided with at least one knob or projection for engaging the ends of an elastic loop passed through the holes in the cover as well as through corresponding holes in the matter to be filed and the holes in the retaining strip.

2. A file or folder according to claim 1 having a concertina form fold at the junction between front and back parts of the cover.

3. A file or folder according to claim 1 or 2 having reinforcing strips gummed in position adjacent the fold.

4. A file or folder according to any of the preceding claims incorporating a pair of headless studs at the gauged interval adapted to punch holes in sheets to be engaged by co-operation with the holes in the reinforcing strip.

5. A file or folder according to claim 4 in which the headless studs are attached to the front part of the cover.

6. A file or folder according to any of the preceding claims in which the knob or knobs and the headless studs are attached by the gluing of the laminæ of the retaining strip or the reinforcing strip, as the case may be, over disc-like flats formed on the ends of the knobs or studs.

7. A file or folder according to any of the preceding claims in which the elastic loop is formed by one or more conventional rubber bands.

8. A file or folder constructed and arranged substantially as described herein and shown on the accompanying drawings.

Dated this 16th day of May, 1950.

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