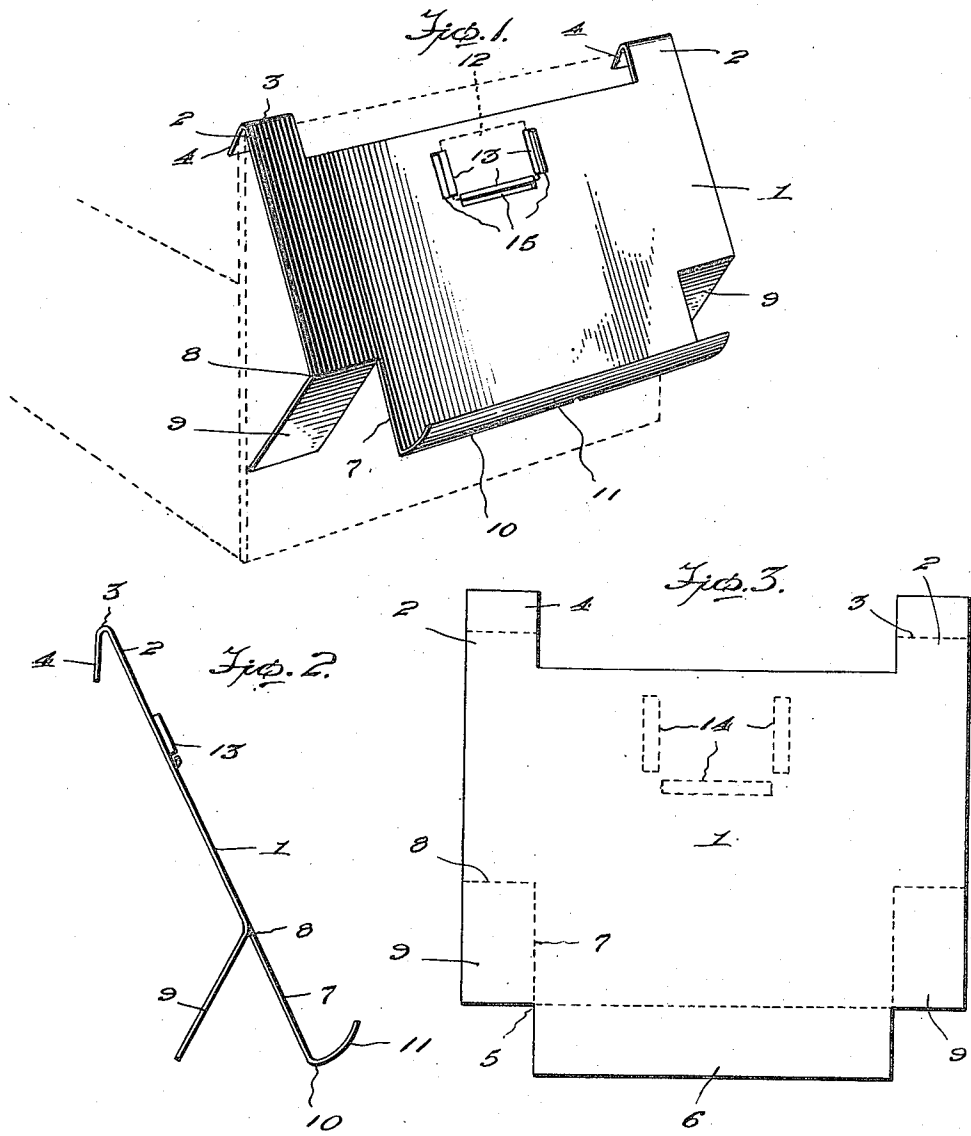


G. E. SWARTZ.
DOCUMENT HOLDER.
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1,247,033.

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DOCUMENT-HOLDER.

1,247,033.

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To all whom it may concern:

Be it known that I, GEORGE EDWARD SWARTZ, a citizen of the United States, residing at York, in the county of York and State of Pennsylvania, have invented certain new and useful Improvements in Document-Holders; and I 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.

This invention is a stand designed to receive papers or documents temporarily, prior to filing the same in a permanent receiving cabinet.

An object of the invention is to provide a holder which may be conveniently positioned for an operator to quickly deposit papers in the holder and to remove them therefrom, and thereby facilitate the distribution of papers, cards or files to various holders to be thereafter taken from such holders and placed in separate receiving elements, such as files, within a drawer of a filing cabinet.

The invention also aims to simplify the construction of a holder of the type described, to thereby lessen the cost of manufacture and the labor in producing such an article.

Broadly stated, the invention comprises a holder formed from a single sheet of material having means to serve as a recess for letters, cards or other papers, with a back to support them in an elevated position. The device may be provided also with feet to support the back in an elevated position and may be provided also with suitable means to suspend the device from a suitable support, whereby the feet may cooperate with such means in positioning the back at an angle relative to its support.

Other objects and advantages of the invention will become apparent from the following detail description of a preferred embodiment thereof, taken in connection with the accompanying drawings and the appended claims.

While an embodiment of the device is disclosed in the accompanying drawings, it is to be understood that the construction therein set forth is for the purposes of illustration only, and not as defining the limits of the invention.

In the drawings:

Figure 1 is a perspective view of the holder mounted on a supporting element.

Fig. 2 is a side elevation of the holder.

Fig. 3 is a plan view of a blank, cut and scored to show the lines of fold to produce the holder.

Referring more particularly to the embodiment of the invention set forth in the accompanying drawings, a sheet of any suitable material, such as sheet metal, indicated at 1, is preferably cut to provide ears 2 at each upper corner thereof, and these ears may be scored as at 3 to facilitate bending a portion 4 of the ears downwardly to form a hooked end for the ears 2. The sheet of metal may be cut out also at 5 to leave an apron indicated at 6, and may be slitted at 7 and scored at 8 to provide lines of bend to form feet 9 for the plate 1.

The main body of the plate is designed to become the back of a holder, and after the portion which has been slitted at 7 has been bent on the scored line 8, preferably rearwardly of the back, such portion may form a supporting element to maintain the back in a substantially elevated position when resting upon the feet 9. The apron 6 may then be rolled at the central portion of the apron, as indicated at 10 in Fig. 2, to provide an upturned portion 11. The rounded portion 10 cooperates with the feet 9 to form a stand for the back 1 of the holder, while the upturned portion 11 serves to form a trough for the reception of cards, papers, files and the like, to maintain such articles in contact with the back 1.

The device may be provided also with a rack to receive an indicating card indicated at 12, and the card may be retained in position on the back by retaining flanges 13. These flanges may be stamped from the material of the plate 1 and bent upwardly on the scored lines 14, and thence over toward the central portion to form a holder for the card, leaving a small opening 15 in the back 1. By this arrangement, a holder can be provided for each drawer of a filing cabinet, and when not in use as a holder may be positioned within the drawer, the card 12 of the holder corresponding with a similar card carried by the filing cabinet. In operation, the holder, or a plurality of holders may be positioned upon a table or desk, and letters,

cards, and the like distributed to the various holders to be positioned in the trough indicated at 10, to rest against the back 1 of the holder. Thereafter, the articles may be removed from the holder one at a time, and distributed in the various files or other receptacles contained in the particular section of the filing cabinet indicated by the card 12 of the holder.

10 If desired, each holder for a section or drawer of a filing cabinet may be suspended from the front of such section by having the hooked portion 4 of the ears 2 hooked over the top of a filing cabinet drawer, in which event, the feet 9 will engage the front of the cabinet drawer to position the back 1 at an angle relative to the vertical front face of the drawer, thereby aiding the operator in the distribution of the documents.

20 The device is shown as formed from a single sheet of material, and described as formed from sheet metal, but it is obvious that a similar structure may be formed of wood or other material, provided with the ears 2, the trough 10 and the angularly positioned feet 9, to accomplish the results of the device illustrated in the drawings. Furthermore, various changes in the form and proportion of parts may be made to adapt the device to various systems of office records and filing cabinets, and the right is reserved to make such changes and alterations as fairly fall within the scope of the appended claims.

35 Having thus described my invention, what I claim as new and desire to secure by Letters Patent of the United States, is:

40 1. In a document holder, a back formed from a single sheet of material, a plurality of feet integral therewith and bent at an angle to the plane of the back, said back being provided with an integral extension which is bent outwardly to form a rest for documents placed against the back, means integral with the back to suspend the holder

from an object, said feet cooperating with the suspension means to space the back at an angle relative to the plane of its supporting device, and means integral with the back to retain indicating means for identifying the holder.

2. A document holder comprising a body portion formed from a single sheet of material which provides a back, a portion of the material being cut away at the upper part thereof to provide ears which are bent at an angle to the plane of the body to suspend the holder, the lower portion of the sheet of material being slitted near each corner to provide feet which are bent rearwardly of the sheet to serve as a rest device when the holder is mounted upon a flat surface and as a spacing device when the holder is suspended by the ears, said sheet of material being bent outwardly to provide a rest for documents placed against the back.

3. A document holder comprising a body portion formed from a single sheet of material which provides a back for the holder, said back being cut away near the upper portion thereof to provide ears which are bent rearwardly and at an angle to the plane of the body to suspend the holder, the material being slitted and scored also near its upper portion to provide a plurality of card retaining flanges for holding a card indicating the class of documents carried by the holder, and means to support the holder when at rest upon a flat surface and to space the holder away from a vertical surface, said plate being bent forwardly at its lower portion to provide a rest for the documents indicated by the card of the holder.

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

GEORGE EDWARD SWARTZ.

Witnesses:

R. E. TROUT,
H. H. KELLER.