

Basic Detail Report



Title Cook's File Signals

Date about 1922

Primary Maker H.C. Cook Co.

Medium cardboard, enamel, nickel plated steel

Description Small rectangular box with a slide out "drawer" filled with dark blue file signals, metal clips that are usually used to flag files or cards for sorting purposes. The entire box is covered with a white label printed in black ink. The top of the box is printed with the "COOK'S FILE SIGNALS / 7-14-14 / 100 DARK BLUE / SIZE NO. 2/ MANUFACTURED ONLY BY / THE H.C. COOK CO. ANSONIA, CONN." with an image of the clip on the left side of the text and a burrow trade mark on the right. Copyright 1922. The seal has been broken and not all 100 clips are extant. One side label explains that the signals are used to "Classify or follow up data for instant reference. Useful on mailing lists, sale, stock and credit records, installment accounts, personnel classifications. Each color means

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something." The signals are cut from a single piece of steel with the tab cut from one half and the remaining metal folded over to make a clip with the uncut half.

Tabs are enameled on both sides.