A **hole punch** (known also as a **hole puncher**, **paper puncher**, **holing pincer**, or rarely **perforator**
) is a common
office tool
that is used to create holes in sheets of
paper
, often for the purpose of collecting the sheets in a
binder
or folder.

The origins of the hole punch date back to Germany , where two early patents for a device designed to "punch holes in paper" have since been discovered.
[1]

Friedrich Soennecken
made his patent on November 14, 1886 for his
Papierlocher für Sammelmappen.

A typical hole punch, whether a single or multiple hole punch, has a long lever which is used to push a bladed cylinder straight through a number of sheets of paper. As the
vertical
travel distance of the cylinder is only a few
millimeters
, it can be positioned within a
centimeter
of the lever fulcrum. For low volume hole punches, the resulting lever need not be more than 8 cm for sufficient force.

Two paper guides are needed to line up the paper: one opposite where the paper is inserted, to set the margin distance, and one on an adjacent side.

Hole punches for industrial volumes — hundreds of sheets — feature very long lever arms, but function identically.

Another mechanism uses hollowed drills which are lowered by a screwing action into the paper. The paper is cut and forced up into the shaft of the drill to be later discarded as tightly packed columns. This method allows a small machine to cut industrial volumes of paper with little effort.

Source

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