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VELOTEQ

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Veloteq Electric Bicycle Assembly Instructions

Veloteq E-Bike Assembly Instructions.

Veloteq's E-bikes are shipped from the factory partially assembled in order to maximize shipping space and to ensure that each E-bike is immobilized in its packing case. The main items that need to be installed are the front fender in the case of the Commuter RSV, the front wheel, the handle bars and instrument panel, the rear trunk and the E-bike battery.

The following tools will be required for assembly:

Screwdrivers:	1 Phillips 1 Straight edge
Crescent Wrenches:	12, 13 and 14 mms
Socket Wrenches:	13 and 14 mms
Other:	Pliers or grips.

Note: It is recommended to attach all screws for any particular part before tightening any one.

Note: Be sure to check front and rear wheel alignment during assembly. Also check all suspension bolts for correct tightness.

1. Removing Veloteq E-bike from the Packing Case.

- a. Place packing case in an area that allows sides of box to lay out flat.
- b. Open top of box, remove tire, trunk and any other easily reached items being careful not to scratch bodywork while removing items.
- c. Cut corners of box to lay sides out flat. Look inside of the box while cutting to ensure that no damage is done to the contents. As the E-bike is resting on the rear wheel and front fork have an assistant if possible hold the E-bike upright while opening the box. Remove and check all remaining items from the box except the E-bike.
- d. Place the E-bike on center stand and prop up front of E-bike by placing block of packing material under front of battery box.

2. Battery Charging.

- a. The battery is shipped from the factory fully charged but may require to be topped up depending on when the E-bike is assembled.
- b. Remove the charger from the trunk of the E-bike, unpack the battery and plug in the charger to the battery and then the charger to the mains outlet.

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- c. The light on the charger will turn green/red/green and then stay on red while the battery is being charged. When the battery is fully charged the charger light will turn green and the charging process will stop.

Note: once the assembly point is reached to install the battery the charger can be stopped by unplugging first from the AC source and then finishing off the charging process when the E-bike is completely assembled.

3. Installing Front Wheel.

Note: On Commuter model you must install the front fender prior to the wheel assembly.

- a. Place wheel in fork taking care to install the brake plate in the brake drum of the wheel aligning the brake plate tabs with the brake drum slots. Note Figures I and II of Appendix A.
- b. Match the speedometer drive tabs on the brake plate to drive slots in the wheel hub when installing the brake plate.
- c. Locate the brake plate anti-rotation pin into pin hole on the brake plate.
- d. Install axle bolt from side with cables placing spacer on opposite side between the wheel and suspension arm.

4. Installing Handle Bars.

- a. On the Cougar model insert the handle bar stem into the steering head and attach the instrument panel prior to tightening the bolt on top of the handle bar stem.
- b. On all other models (Commuter, Challenger and Commander SHO) remove the bolt and spacer that has a radius on one side from the steering column, insert the handle bar stem into the steering head. Install bolt and spacer with the radius towards the handle bars.

5. Adjust Brakes.

- a. The front and rear brakes are adjusted using the thumbwheel on the brake plate. Turn the thumbwheel to the right to raise the brake lever and to the left to lower it.

Note: on the Cougar only, the rear brake is adjusted first by releasing the locking nut and then by adjusting the brake adjustment nut. See Figure III in Appendix A.

6. Installing the Battery.

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- a. Rest the battery at an angle on the top of the battery box to make the battery connection before lowering it into the battery housing. Grip the battery with both handles to lower it into the housing. Position the battery in the battery box ensuring that the power cord is connected before the battery is seated in the battery housing. Make sure that the locking mechanism engages fully.
- b. Connect all of the electronics to the instrument cluster and test the electrical functionality before proceeding.

7. Installing Front Body Panels.

Note: Move the nut to secure the speedometer cable to the top of the cable housing and secure with tape or place a wire tie around the cable housing to prevent the nut from dropping down the cable behind the front body panel.

- a. On the Cougar, Commuter and Challenger models the front body panel is in two pieces the lower part having been installed at the factory.
- b. Inspect wiring plugs and pins for correct seating, plug in and test the lights and horns.
- c. Check all cables and wiring to ensure there is no chaffing or binding before screwing the upper body panel in place.
- d. On the Commander SHO model the front body panel is in one piece. Follow the above directions in regard to lights, horns, cables and wiring.

8. Attaching Instrument Cluster.

- a. Connect lights and speedometer cable and check functionality including battery meter. Install the securing screws for the Instrument Cluster. With the Commuter and Commander SHO models the rear (black) panel must be attached to the mounting tabs on the handle bars before the front panel can be installed.

9. Attach Wing Mirrors.

- a. Screw mirrors into position and tighten locknuts.
- b. On the Cougar model remove brake lever clamp bolts and screw the mirrors into the holes for the clamp bolts and tighten lock nuts.

10. Installing Rear Fender on the Commander SHO.

- a. On the Cougar, Commuter and Challenger the rear fender is installed at the factory. The Commander SHO model is shipped with a separate rear fender. In order to install it pull down the inner mudguard, locate the

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wires for the turn signals, brake and tail lights. Connect the plugs and test the lights for correct functionality.

- b. Place stud on back of rear light assembly into tab of frame and install securing nut. Install screw plates on fender extensions and secure to the body panel.

11. Cargo Rack and Trunk Installation.

- a. The Commuter and Challenger are shipped with the cargo racks pre-installed. The cargo racks for the Cougar and Commander SHO models must be installed.
- b. The Trunks for the Cougar, Commuter and Challenger are attached using the two plates and four securing bolts provided. The Commander only requires the securing bolts to be used.

12. General

Check over the complete E-Bike once it is assembled to ensure;

- a. All bolts are properly secured
- b. Brakes are correctly adjusted
- c. Battery is properly installed
- d. And the tires are correctly pressured as per manufacturers recommendations, (35-40 psi).

13. Additional Installation and Inspection Notes.

While test riding the ebike, if a wobble is detected, investigate the following and take remedial action.

- a. Make sure that the handlebars are properly aligned to the front wheel and securely fastened.
- b. Make sure that both the front and rear axle are properly aligned and tightened down.
- c. Recheck the suspension arm bolts to be sure they are securely fastened.
- d. Make sure that the tires are properly inflated and mounted on the rim.
- e. If the wobble persists, inspect the wheel rim and the frame for irregularities.
- f. We strongly recommend that customers be advised to pick up their ebike on the day following assembly in order to insure on premises that the charger and all other power related items are functioning properly.

APPENDIX A



Figure I.

Place the wheel in the fork taking care to install the brake plate in the brake drum of the wheel aligning the brake plate tabs with the brake drum slots.

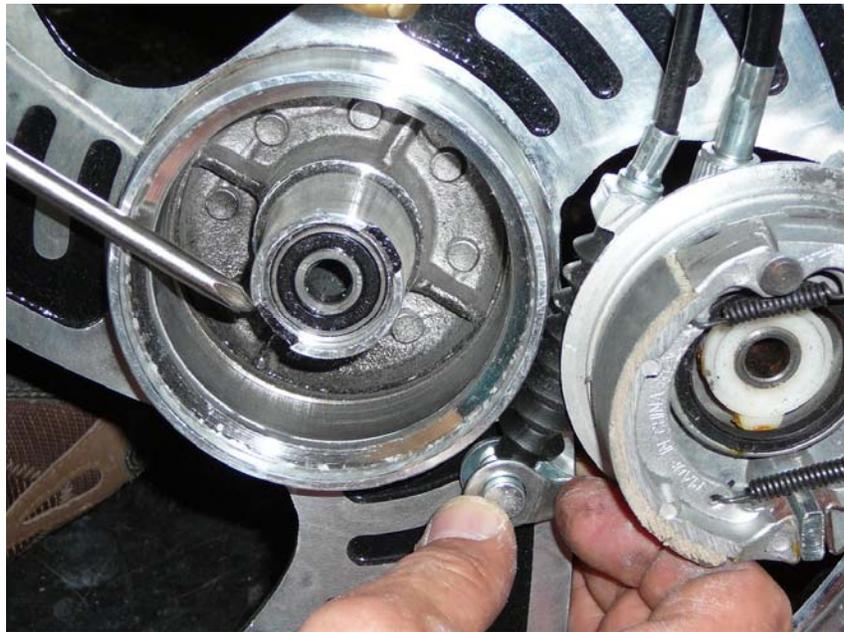
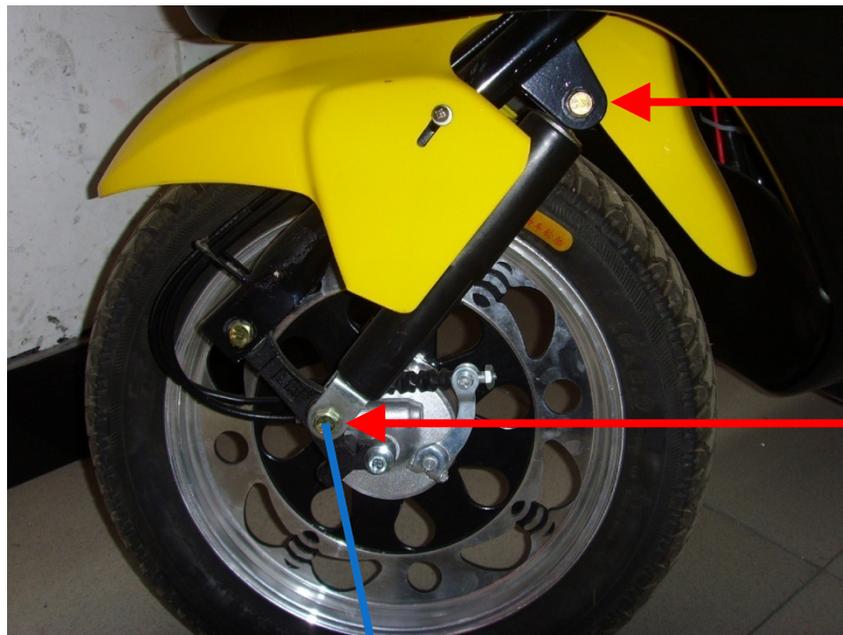


Figure II.



Figure III. Cougar brake locking nut and adjustment nut.



Check whether or not this outer bolt is loose. If it is loose, tighten it securely

This outer bolt is very important. Check that it is not loose. If it is loose tighten it securely.

Figure IV. Front A-Arm suspension bolt inspection.

See Figure 5



Figure V. Front A-Arm suspension disassembled.