

## **WILLY SCOOTER PACKING LIST:**

- scooter frame with footplate & kick stand attached
- handlebars with brake levers and stem attached but not inserted into steering head
- 2 spoked rims w/ tires assembled as wheels
- 2 fenders loose (front fender has one set of stays- the rear fender has 2 sets of stays)
- 2 brake cables (front,short & rear,longer) that may be loose or attached to the frame
- in a box or bag hardware that includes:
  - 2 axles with quick release lever
  - front plastic reflector with lockwasher & nut
  - 5 small bolts that screw into threaded holes on the frame to attach the fender stays
  - one larger bolt and lock nut for front fender top flange to fork cross member
  - 2 aluminum brake cable elbows (one rigid for the front, and one flexible for the rear)
  - 2 rubber brake cable boots
  - 2 small aluminum cable end covers
  - 1 rubber round seal for steering head (may be attached to steering head on frame)

## **SCOOTER ASSEMBLY:**

If the box is damaged in shipping- don't worry- go ahead and open it and look for obvious damage- and or go ahead and assemble the scooter until damage is found- e-mail and or call me (and take a digital photo of damage if possible and e-mail it to me) and describe the damage. I will relay the info. to my scooter supplier and he will ship replacement part/parts to you quickly.

The scooter manuf. would probably prefer a professional assemble the scooter so that its done correctly and is safe w/ nicely tuned brakes- but if your mechanically inclined then here is a basic outline to do it yourself:

-take off the stock footplate and kickstand- not needed.

-sit the flat lower frame across the corner of a table leaving the ends/wheel spaces cantelored off the edges of the table for accessibility to accept the fenders & wheels- use a wood clamp to hold the frame solid to the table top.

-attach the fenders to the scooter frame first- you may need to bolt the fender stays to the fender first, if it hasn't been done at the factory. (2 stays at the rear and 1 at the front) The lower end of the stays screw into the threaded holes on the outside of the frame (longer bolt for the stacked stays at the rear)

-the front fender has a vertical tab which is bolted at the rear of the front fork cross member. This will place the dishout/dent in its position below the front brake caliper cable.

-put the axles into the wheels with the quick release on the left side- the wheels are identical and can go at either end. i like the tread to create a V facing forward, so the point of the V enters the dirt first going forward.

-loosen and rotate the brake pads to roughly the normal position in order to slip the tire/wheel past and the axle into the drop outs.

-install handle bars by loosening the head nut and threading the tube thru the O-ring and into the headset. Snug up the top alan bolt and head nut- you can tighten these at the final alignment and vertical height adjustment at the very end of the complete scooter assembly. (bolt the large round reflector onto the forward facing bracket, in front of the head nut, at some point)

-thread rear brake cable (from right lever perch) along down tube and thru the 2 locators (cable sheathing end fittings go in to the locators leaving the bare unsheathed cable exposed between locators) and down into the triangular space under the first frame cross brace and under the