**Tools Required:** two adjustable wrenches, pliers, ¾” socket wrench recommended

**Note:** please do assembly near your vehicle as you can use your 2” receiver hitch as an assembly aid

When you open the *Hollywood Swing Away,* you should find the following parts:

1. Inside frame (Fig. 1)
2. Outside frame (Fig. 1)
3. Top Plate with locking knob (Fig. 2).
4. Tie-down straps (3 for 2-bike, 5 for 4-bike)
5. Parts bags with the following parts: (fig. 3)
   5a. Threaded Hitch Pin
   5b. “R” Clip and Padlock for Hitch Pin
   5c. Hinge hardware (fig. 3) including: 4-1/2” bolt, washer and crown nut, two cotter pins (one extra)
   5d. 6mm allen wrench
6. For 4 bike rack only: add on kit & hardware (see page 6)
ASSEMBLY OF SWING AWAY RACK

Step 1: Prepare Frames: Place the Inside and Outside frames of the rack on the floor or work table. The hinge sections on the frames should be next to each other as shown in Fig. 4. Next, align the hinge sections so a bolt may pass through their holes.

Step 2: Secure large “T” handle bolt: Insert the large “T” Handle bolt (fig. 4) located on the back of the Inside frame into the Outside frame. LOOSELY tighten the handle one or two threads so that the upper and lower frames are joined but not tight. This will make the rest of the assembly easier. Next, prepare the hinge hardware (Nut, bolt, washer, cotter pin) and tools.

Step 3: Hinge Assembly: Place bolt end inside the hole in the hinge. Tap the bolt through the hinges of the Inside and Outside frames as shown in Fig. 5. After the bolt passes through both hinge sections, install the nut onto the bolt. Tighten until the end of the nut is flush with the end of the bolt and the hole for the cotter pin is visible.

Step 4: Insert Cotter Pin: The swinging action of the rack is designed to be snug to avoid rapid opening if you are parked uphill. Insert the cotter pin through the nut, and hole in the end of the bolt. Using pliers, spread the ends of the cotter pin so that it cannot slip backwards. This will prevent the nut from unscrewing; yet allow the bolt to be free enough to allow proper “Swing Away” action. See Fig. 6. Complete tightening of large T handle. An extra cotter pin has been included.

NOTE: PROPER INSTALLATION AND BENDING OF THE COTTER PIN’S LEGS ARE CRITICAL! PLEASE ENSURE THIS STEP IS DONE CORRECTLY.

Step 5: Insert receiver tube into trailer hitch: Slide the receiver tube into the trailer hitch far enough so that the hole for the hitch pin in the insert tube lines up with the hitch pin hole on your receiver. If you intend to use the rack after assembly, insert and thread the hitch pin bolt into the rack, tighten securely with adjustable wrench or ¼” socket. Note: If you can not use your vehicle to help with the assembly process, place rack pieces on floor, workbench or other available flat workspace.
Step 6: Rotate the pivot plate: The pivot plate has been attached for shipping in a position (facing towards the right side of the car) that is not functional for rack use. You will need to loosen and remove the two allen head bolts (attached to the pivot plate), rotate the upper pivot plate section 90 degrees (all the way around, so that it faces you). Reinstall the bolts and nuts using the 6mm allen wrench (provided) and an adjustable wrench. The washer must be placed between the plate & nut before tightening. See fig. 8

Note: These bolts should not be over-tightened! Tighten them so there is only enough play so that the plates can rotate about each other when the spring loaded knob is loosened and pulled up.

Step 7: Attach locking top plate: The final assembly step is to attach the locking top plate to the upper pivoting plate. Note that there will be one locking top plate with knob for the Swing Away 2, and two locking top plates with knobs for the Swing Away 4. Use the key in the locking knob to engage the bolt (the threaded section under the knob), and thread it into the corresponding threaded connector into the bike holder tube on the pivoting plate. See Fig. 9

Using the “Swing Away” feature to access the cargo area of your vehicle

To get your Swing Away rack to “Swing Away” from your vehicle, please use the following procedure.

Note: Never use the Swing Away feature when the vehicle is moving.

1. Loosen the Large “T” handle bolt located on the Inside frame. This is a “safety” device and should always be securely tightened when you are not using the Swing Away feature, and when your vehicle is in motion. Do not attempt to remove this “T” handle, only loosen it until the threads are no longer engaged. See Fig. 10

2. Pull up on the long spring loaded “T” handle about ½” to release the Outside frame, and allow it to “Swing Away.” The tension on this spring has been adjusted to be tight to ensure safety, so you may have to pull up with a small degree of strength.

Note also that when closing the rack, the rod below this small straight “T” handle will slide up the ramp, causing it to “lock” into place. The rack can now “swing” open about 180 degrees. This will be enough to access your luggage compartment if you don’t have bikes on the rack.
3. If you DO have bikes loaded, you will need to unlock and rotate the upper pivot plate. See fig. 11
Loosen (unscrew counter clockwise) then pull up on the small curved “T” knob on the top of the upper pivoting section. When it is unscrewed, and pulled up, you will be able to rotate the upper pivot plate around so that the bikes will not touch the side of your vehicle.

4. When the rack swings open, the outside frame should “catch” on the spring loaded “T” knob at the very bottom of the rack (see fig. 12). This will prevent the rack from swinging back if bumped, or if you are parked uphill. Be sure to pull up on this lever before attempting to “close” the rack.

To close the Swing Away Rack:
1. Start by pulling upward on the spring loaded “T” knob of Fig. 11 and rotate the pivot plate with bikes.
2. Next, pull up on the spring loaded “T” knob of Fig. 12 and push the rack back into the “closed” position.
3. As the outside frame returns to the closed position, the rod with the straight “T” handle (fig. 10) should “snap” into place against the inside frame.
4. Be sure the spring loaded T knob on the top pivot plate rotates into position and tighten the knob.
5. Finally, secure the large safety “T” handle until snug.
6. The top pivot plate can be pivoted to the left (driver’s side) for easy storage while on your vehicle or in the garage.

Mounting Bicycles on your Swing Away Rack

After assembly of the Swing Away rack and installation on your vehicle, you are ready to carry bicycles. Before attaching bicycles, be certain that the rack is secured on your vehicle correctly. With the threaded hitch pin tightened into your trailer hitch and the “R” clip or padlock inserted into the hole on the hitch pin.
Loosen the locking knob of the top plate by inserting the key provided. Remove key. Rotate the knob(s) in a counter-clockwise direction to remove. Remove locking top plate assembly. Mount the top tube of the bicycle on the lower rubber pad provided. Balance the bike(s) as much as possible.

**Important Note:** When carrying one bike, place that bike closest to vehicle. When installing more than one bike, face the bikes in opposite directions to facilitate saddle & handlebar clearance. Whenever possible, place bikes of similar top tube diameter on same pad group to equalize clamping pressure on the top tubes.

Place top plate over bicycles, and replace locking knob in vertical threaded coupling nut. Thread the locking knob(s) into the coupling nut, and turn in a clockwise direction to secure bike(s) onto your rack. Tighten locking knob securely, but do not over-tighten. Insert and turn key. The knob should rotate freely without threading up or down. This indicates that the bikes have been successfully locked.

If you are carrying a ladies’ frame bicycle, or a mountain bike with a non-standard frame design configuration (esp. “V,” “X,” and “Y” frame mountain bikes), it may be necessary to use a Hollywood “Boomer Bar” or similar “replacement top tube” to use the **Swing Away** type rack. This accessory attaches to the stem and the seat post of the subject bike, and clamps into place between the upper pivoting plate and the locking top plate.

Pull the black pin out and turn the anti-sway bar 90 degrees in the channel, then re-insert the pin. Once the bikes have been secured by the locking top plate(s), place the 86” straps through both front and rear wheels of each bike and through the eyelet loops on the anti-sway bar. Thread end of strap through buckle provided at end of strap and tighten. **This will prevent the bikes from swaying as you drive, and MUST BE USED at all times.** The additional strap should be placed around the main boom and the bike wheels to further stabilize the bikes on the rack. The anti-sway bar may be rotated to the side when the rack is not in use.

**Using Anti-Sway Bar:** The *anti-sway bar* is the horizontal “arm” at the bottom of the rack that prevents the bikes from swaying on the rack during transport. The bar will “rotate” as the rack is opened and closed by pulling the small pin at the base of the brace. There is one tie-down strap provided for each bike. Simply thread the strap through the eyelet on the lower brace, then through both wheels of the bike, and back to the eyelet. Pull until snug. Since there are three eyelets, there will be one unused on the **Swing Away 2**, where as the third and fourth bikes will share an eyelet on the **Swing Away 4**.

Final Tie-down strap: There is one extra tie-down strap provided with the rack for extra holding security. Wrap this strap around the back of the rack and through the bikes, then insert strap end through buckle and tighten securely.
2 Bike Add-on kit includes:
a. telescoping extension tube
b. locking top plate with locking knob and key
c. carriage bolt and nut

Attaching Add-on kit to convert from a two bike carrier to a four bike carrier:
1. Remove cap, place on end of the 2 bike extension
2. Insert extension tube on to end of rack
3. Insert carriage bolt through top and bottom holes
4. Install nut, tighten securely

Tip: The top pivot plate can be pivoted to the left (driver’s side) for easy storage while on your vehicle or in the garage.

WARNINGS:
1. Do not use this product on a trailer or a vehicle being towed behind another vehicle.
2. Drive very slowly on bumpy or dirt roads when using rack.
3. This product is intended for use on 2” class 3 receivers only, NOT 1 ¼”
4. IF YOU HAVE A 1 ¼” HITCH, Do NOT use a 1 ¼” – 2” converter/adapter!
5. DO NOT USE THE OUTSIDE OR INSIDE FRAMES AS A STEP TO ACCESS YOUR ROOF RACK!

Limited One Year Warranty: This rack is warranted for a period of one year against defects in materials and workmanship, effective from the date of purchase to the original purchaser. The manufacturer will repair or replace any defective parts due to materials or workmanship. The manufacturer of this product shall not extend the warranty to 1) any failure or malfunction of the product due to any modifications to the product; or 2) damages not attributable to defects in materials or workmanship; or 3) damages resulting from improper installation on vehicle and / or attachment of skis / snowboards on rack.

Consequential or Incidental Damages: The manufacturer shall not be liable for any consequential or incidental damages in connection with the purchase, use or handling of this bike rack.

Purchaser’s Rights: Some states do not allow the exclusion or limitation of consequential or incidental damages, and the above limitations may not apply to you. This warranty gives you specific legal rights, and you have other rights, which vary from state to state.

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