

RETROSPEC ASSEMBLY INTRUCTIONS VENUS & MARS MODELS

TOOLS

What we give you: 2 Allen Wrenches (5mm, & 6mm), a 10-function multi-tool

What you need: Scissors or diagonal cutters, Phillips Screwdriver, 15mm open end wrench or adjustable wrench.

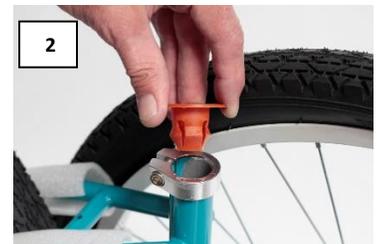
UNPACK YOUR BIKE

- 1 –Cut the shipping straps on the outside of the box.
- 2 – Remove the box staples from the box top as these are sharp and can cut you as you access the bike. Open up the cardboard flaps and lift it out of its box.
- 3 –Rotate the fork so that it is facing forward of the bike. (**Figure 1**) Place the bike on the ground, so it's standing upright on the fork dropouts and rear tire.
- 4 – Carefully cut all of the packing zip ties.
- 5 – Separate the front wheel from the bike by carefully slipping it away from the crank arm, which is resting within the spokes.
- 6 – Remove the accessory box and set it aside.
- 7 – Examine your new bike for any visible damage that may have occurred during shipping.
- 8- Special Note: *For tightening all fasteners, please refer to Appendix D in the back of your owner's manual for all fastener torque specifications.*



SADDLE

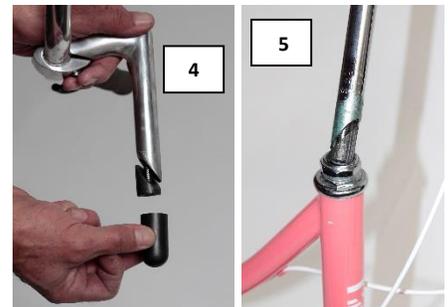
- 1 – Remove the plastic shipping plug from the top of the seat tube. (**Figure 2**)
 - 2 – Use the included Allen wrench to loosen the seat clamp at the top of the seat tube.
 - 3 – RECOMMENDED; Apply a thin layer of grease to the end of the seat post
 - 4 - Insert the seat with the seat post into the seat tube of the frame to at least the minimum insertion line on the shaft of the seat post. **WARNING!** *The minimum insertion line must NOT show above the seat tube.* (**Figure 3**)
 - 5 - Using the Allen wrench, tighten the seat clamp once it is at the correct height.
- Note:* You can make the final adjustment to the height of the seat as needed after the bike is assembled.



WARNING! *Using the bike with the minimum insertion line on the lower portion of the seat post showing above the frame could result in a failure of the seat post and/or the frame causing a loss of control with potential injury to rider.* Such failures are not covered by warranty as it is improper use of the product. (**Figure 3**)

HANDLEBARS

- 1 – Loosen the stem bolt at the top of the stem one turn and remove the plastic packing cap from the bottom of the stem. (**Figure 4**)
- 2 – Untwist the handlebars and control cables and insert the quill end of the stem into the fork steer tube. You may have to loosen the bolt and wedge a small amount to allow the quill to fit into the steer tube. RECOMMENDED; apply a thin layer of grease to the end of the stem shaft by the wedge (**Figure 5**)
- 3 - Make sure that the fork is facing forward and the handlebars are lined up with the fork dropouts.



4. Adjust the height of the stem to your desired level and tighten the stem bolt using a 6mm wrench. You can make final adjustments to the height of the stem after the bike is assembled. NOTE: *Be sure that the minimum insertion mark on the shaft of the stem is inside the frame, it must not be visible outside of the frame.* (**Figure 6**)



WARNING!

Installing the stem with the minimum insertion mark showing outside of the frame could create a dangerous condition allowing the stem to break causing the rider to lose control resulting in serious injuries to the rider.

(**Figure 7**)



FRONT WHEEL

Your bicycle is equipped with a quick release wheel system

1 – Locate the quick release (Q/R) axle skewer in the parts box or attached to the packing material. Unscrew and remove the adjusting nut from the skewer, (**Figure 8**) remove one of the small conical springs and insert the skewer through the hollow axle of the front wheel. Re-install the conical spring (small side towards the axle) and screw on the adjusting nut with just a few turns. (**Figure 9**)

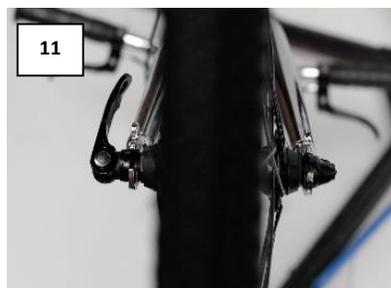
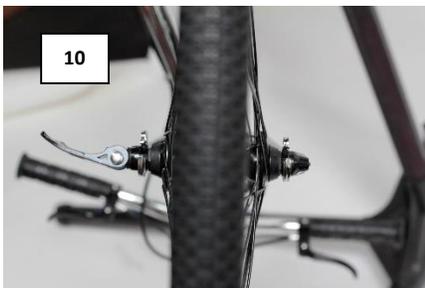


2 – Insert the wheel into the fork with the skewer lever on the left side of the fork. If your front brake does not allow for the front tire to fit between the brake shoes, flip the black release lever on the brake arm to allow the brake to spread apart.

3 - With the wheel Quick release lever open, tighten the skewer adjusting nut until it contacts the fork drop-out.



4 - Test for proper adjustment by closing the Quick Release lever. When properly adjusted, the lever should begin to clamp the fork at approximately the half way point of lever travel (**Figure 10**). If the lever clamps the fork drop out before or after the halfway point of the lever travel, adjust by loosening or tightening the adjusting nut until the desired adjustment is reached.



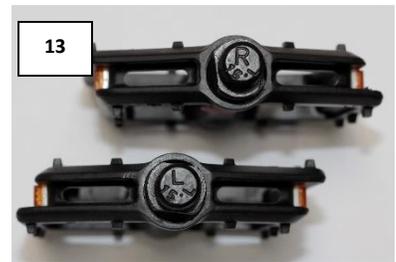
5 - Close the lever the rest of the way until it is pointing towards the back of the bike. There should be considerable resistance from the lever when closing it all the way (**Figure 11**). If there is too much or too little resistance, adjust by loosening or tightening the adjusting nut until the desired resistance is reached.

Be sure that the wheel is centered in the fork before you tighten the Quick Release skewer (**Figure 12**).

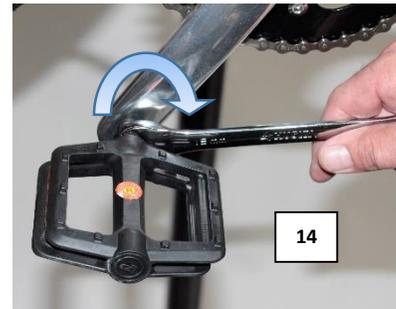
WARNING! *Do not tighten the Q/R skewer as if it is a screw and nut to attach the wheel to the fork. Take your bike to a professional bike shop and have them check the Q/R skewer adjustment before your first ride. An improperly adjusted Q/R skewer can cause the front wheel to fall out of the forks potentially causing serious personal injury to the rider*

PEDALS

1 – Locate the pedal stamped “R” on the end of the spindle (this is the **RIGHT** pedal spindle) (**Figure 13**).



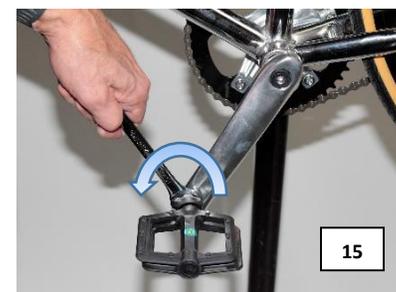
2 – Carefully insert the right pedal into the right side crank arm (the side with the chain) and thread it **clockwise**  (**Figure 14**). You should be able to thread the pedal in part of the way by hand with minor resistance. If it seems difficult and binds, stop, remove the pedal, realign the threads and try again. Be sure you are turning the right pedal axle in a clockwise direction!
RECOMMENDED; Apply some grease to the pedal threads prior to installation.



3 – Tighten the pedal with a 15mm or adjustable wrench until the pedal is securely attached to the crank arm. The pedals need to be tightened with a considerable amount of force so that they do not come lose.

4 – Locate the pedal stamped “L” on the end of the spindle (this is the **LEFT** pedal), **RECOMMENDED**; apply some grease to the left crank, and insert your left pedal into the left side crank arm.

5 – Thread it **counterclockwise**  and tighten with a 15mm or adjustable wrench following the instructions in step #3 above (**Figure 15**)



NOTE:

Be sure to tighten both pedals with an adjustable wrench or 15mm open end wrench to the recommended torque specification otherwise they will unscrew while riding causing an unsafe condition for the rider and damaging the threads in the crank

FENDERS

Front Fender and Headlight Bracket

1 – Unscrew front brake sleeved attachment nut at the back of the fork and remove the brake by pulling forward. (**Figure 16**)

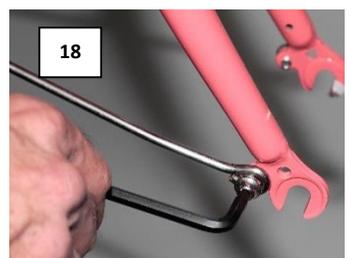


2 - On the brake pivot bolt there are two serrated washers. Remove both the serrated washers and insert the headlight bracket onto the brake pivot bolt, then replace one of the serrated washers. Now insert the brake bolt through the fender tab and insert the second serrated washer.

3 – Install the brake assembly with the fender back onto the fork and replace the sleeved nut at the back of the fork. Push the fender tab up as high as you can while tightening the sleeved nut to create adequate clearance between the fender and the front tire (**Figure 17**).



4 – Remove the fender attachment screws from the fork end. Position the fender struts to match the mounting holes on the fork end and insert the screw through the end of the brace and screw into the fork end (**Figure 18**). Repeat on the other side. If the struts are spread apart, it's OK to squeeze inward as these struts are designed to be pliable.

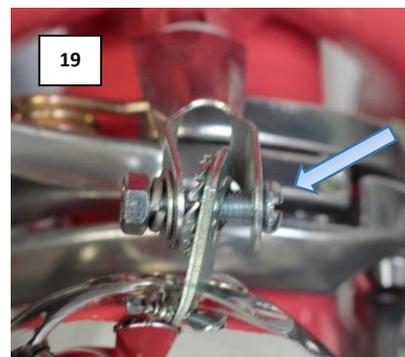


5 – If the fender is not straight, gently adjust the fender by hand until it's straight.

Rear Fender

Some models come with the reflector and rear fender already fully assembled to the bike. If this is the case, skip this section and go to the next section.

- 1 – If the red rear reflector is not already attached to the rear fender, install it now.
- 2 – Remove the fender attachment screws from the rear frame drop-outs.
- 3 - Position the fender struts to match the mounting holes on the rear drop-out and insert the screw through the end of the brace and screw into the drop-out. Repeat on the other side. If the struts are spread apart it's OK to squeeze inward as these struts are designed to be pliable.
- 4 – If the fender is not straight, gently adjust the fender by hand until it's straight



HEADLIGHT

- 1 –Remove the screw, lock washers, and nut from your headlight.
- 2 – Insert the headlight and spiked washer within the mounting bracket (which is already installed on the bike). (**Figure 19**)
- 3 – Insert the bolt through the mount, light, and spiked washer and install the lock washer and nut.
- 4 – Tighten using the wrench and pliers and rotate into place. (**Figure 20**)

NOTE: The mounting area of the bracket where the light attaches is initially wider than it will be after the screw is fully tightened. As you fully tighten the mounting screw, the bracket will squeeze tight around the headlight tab.



BRAKES

- A. Be sure that the brake pads are aligned with the curve of the rim and that they contact the rim surface flat and evenly. (**Figure 21**) The brake shoe angle and height can be adjusted by loosening the Allen bolt attaching the brake shoe to the brake arm. Notice that the brake shoe can articulate a certain amount up and down and side to side.
- b. Loosen the brake cable anchor on the brake arm held by an Allen bolt allowing the brake cable to freely glide through its anchor. (**Figure 22**)
- c. Squeeze the brake arms together until the brake shoes contact the rim surface. Be sure that the black release lever at the anchor is in the down position. Pull the cable taught through its anchor and tighten the cable anchor bolt. (**Figure 22**)
- d. Squeeze the brake lever hard several times to take the stretch out of the cable and make sure that it does not slip through its anchor. If the cable tension is too tight to allow the brake shoes to retract and clear the rim surface, loosen the anchor bolt and give the cable some slack. If the cable has too much slack and you cannot apply enough stopping force to the rim, repeat procedure “b” and take the slack out of the cable



Be sure that the brake arms are evenly spaced from the wheel and there is some clearance between the brake pads and the rim surface. If the arms are not evenly spaced from the wheel, you can balance the spacing by gripping the brake assembly and rotating until it is centered with the wheel

NOTE: We *highly* recommend taking your bike to a local bike shop and having your brakes set-up by a professional mechanic.

GEARS

3 Speed Models- the gears on this model come adjusted from the factory. If the gears need adjustment – position the gear shift lever in 3rd gear. (**Figure 23**) Remove the plastic cover from the right side of the rear wheel at the axle. Loosen the locknut at the gear cable adjusting barrel. Tighten or loosen the adjusting barrel until you just take the slack out of the cable. Do not over tighten the cable. Tighten the locknut against the adjusting barrel (**Figure 24**) and re-attach the plastic cover. Momentarily stop or lighten your pedaling when shifting.



7 Speed Models – the gears on this model come adjusted from the factory. **If the gears need adjustment, please have this done by a professional bike shop.** **NOTE;** you must be pedaling with light pedal pressure while shifting for the gears to shift. Always downshift into an easier gear before coming to a complete stop.

REFLECTORS

- 1 – Attach the plastic bracket to the handlebar. (**Figure 25**)
- 2 – Slide the white reflector onto the bracket. It should click as it locks in place.
- 3 – Attach the wheel reflectors onto the spokes of the wheels (these may already come installed by the factory).



TIRES

- Locate the tire manufacturer's recommended inflation pressure found on the tire sidewall (listed as "PSI").
- Using a hand or floor pump with a gauge, begin to inflate the tire to half its recommended inflation pressure and check to see that the tire is properly seated on the rim. Be sure to inspect both sides of the tire for proper fit.
- If the tire is seated unevenly or bulges out along the rim, let some air out of the tire and reposition the tire by hand so that it sits evenly on the rim.
- Continue to inflate the tire to the manufacturer's recommended pressure.
- Do not exceed the recommended pressure as this will cause an unsafe condition potentially causing the tire to unexpectedly explode.
- Do not use a compressed air device to inflate your tires as the rapid inflation of the tire can cause it to explode.
- **Tires and tubes are not warranted against damage caused by over-inflation or punctures from road hazards.**

BEFORE YOUR FIRST RIDE - We strongly recommend you take your bike to a professional bike shop and have them check your work and fine tune the bike to ensure your bike is safe to ride.

SERIAL NUMBER

It is important that you locate and record the serial number of your bicycle in case of a recall or if the bicycle is stolen. The serial number can be found under the crank bottom bracket stamped into the frame.

