



Canopy user manual



scooterpac™

Come rain or shine
its fine out with
ScooterPac.

Take a read
of this manual
to get the most
out of your
folding canopy.

Contents

- 1 ————— Warnings and safety notes
- 3 ————— Introduction to the canopy
- 11 ————— Fitting the canopy
- 20 ————— Detailed guide to using the canopy
- 37 ————— How to care for the canopy

brighten
your day

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Warnings and safety notes

It is strongly recommended that you read this section carefully before using the canopy. These warnings and safety notes will ensure that you enjoy many years safe use of the canopy. Keep this manual for future reference. ScooterPac cannot accept liability for any injury which is caused by misuse or failure to follow this manual.

All images in this manual are representative and your canopy may differ from that shown.

ScooterPac reserves the right to amend or change this user manual without notice.

The canopy is only to be fitted by an able bodied person, using the tools specified.

In fitting the canopy to your scooter, you accept that the scooter has suitable securing points. ScooterPac cannot accept liability for any loss, damage or personal injury to yourself or others which occurs due to an unsuitable fitting point on the scooter, or due to the canopy not being securely and safely secured to the scooter.

A strengthening pack is included for use on Kymco mobility scooters - see page 10

Using the canopy;

- Ensure the canopy is correctly fixed to the scooter and that **all** installation steps have been completed.
- Keep fingers away from moving parts and only operate from handling points listed in this manual.
- Ensure the canopy is used appropriately and that both doors are fully closed when being used.
- Only use the canopy on scooters which have all the necessary fixing points.
- Check all fixings are secure and do not use if damaged or faulty parts are found before use.
- To order spare parts for the canopy contact your local ScooterPac dealer.
- The canopy should only be used in the fully unfolded position or fully closed up with the protective bag covering it.
- Do not try to fold or unfold the canopy while sitting on the scooter.
- Do not use the canopy folded out in winds above 25mph.
- The canopy is designed for pavement and road use only.



Introduction to the canopy





Locking mechanism



Universal mounting bracket



Mounting spigot



Quick start guide



15 mins

Assemble the canopy onto your scooter as per instructions in this manual



30 secs

Next fold out the frame of the canopy



Tip: Ask your local dealer to fit the canopy or see page 11 for detailed step by step instructions



Unfold the sides



Lastly zip up the sides for total protection!





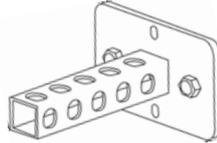
Fitting the canopy

What's in the box?

1. Frame x 1



2. Spigot x 1



3. M8 Nyloc nuts x 2



4. M8 washers x 2



10. M6 Hex bolt x 1



11. M6 Nyloc nut x 1



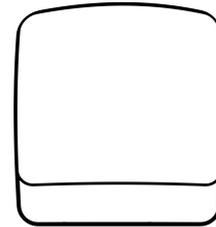
12. M6 washers x 2



5. Cover x 1



4. Bag x 1



9. Velcro



7. M10 x 45mm bolt x 1



8. M8 x 45mm bolts x 3



9. Fixing pack
for Kymco
scooters
see page 10

Tools you will need;

Allen key(s)
(4mm/5mm/6mm)



Spanner(s)
(10/13mm)



Tools you may need;

Socket wrench
(10mm/13mm)



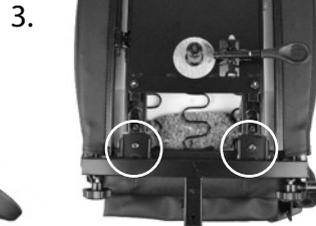
Scissors



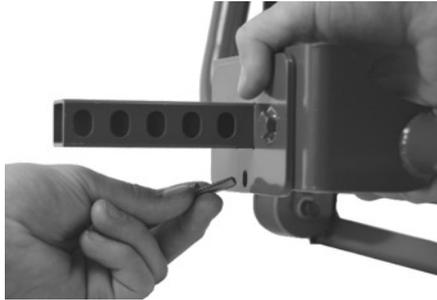
If the scooter you are fitting this canopy to is manufactured by Kymco, the strengthening pack included with your canopy **must** be used.



- Step 1. Remove the scooters armrests by loosening the 2 hand knobs underneath the seat.
- Step 2. Take the seat off the scooter.
- Step 3. Locate the bolts which secure the armrest mounting to the seat base.
- Step 4. Remove one of these bolts.
- Step 5. Insert a plate from the strengthening pack and one of the bolts, tighten this up then repeat for the other side.
- Step 6. Replace the seat and armrests. The scooter is now ready to have the canopy fitted to it.



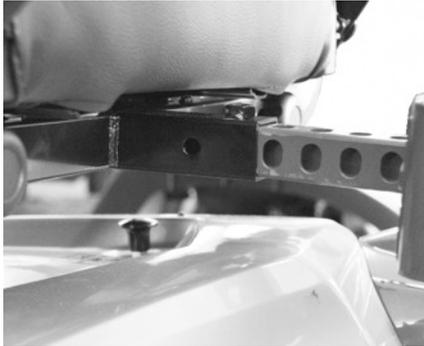
Step 1. Attach the spigot to the mounting plate on the frame by sliding it on.
Then insert the M6 bolt but do not tighten yet.
Next tighten the M8 nuts.
Lastly tighten the M6 nut.





Step 3. A) Slide the spigot into the accessory bar then insert a 45mm M8 bolt (supplied) onto the nut on the accessory bar and tighten up.

B) If there is no nut on the accessory bar you may need to bolt right through (this may involve drilling an 8 mm hole through the accessory bar and spigot).



A

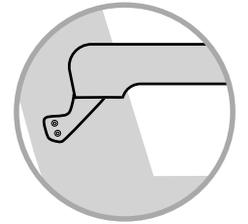
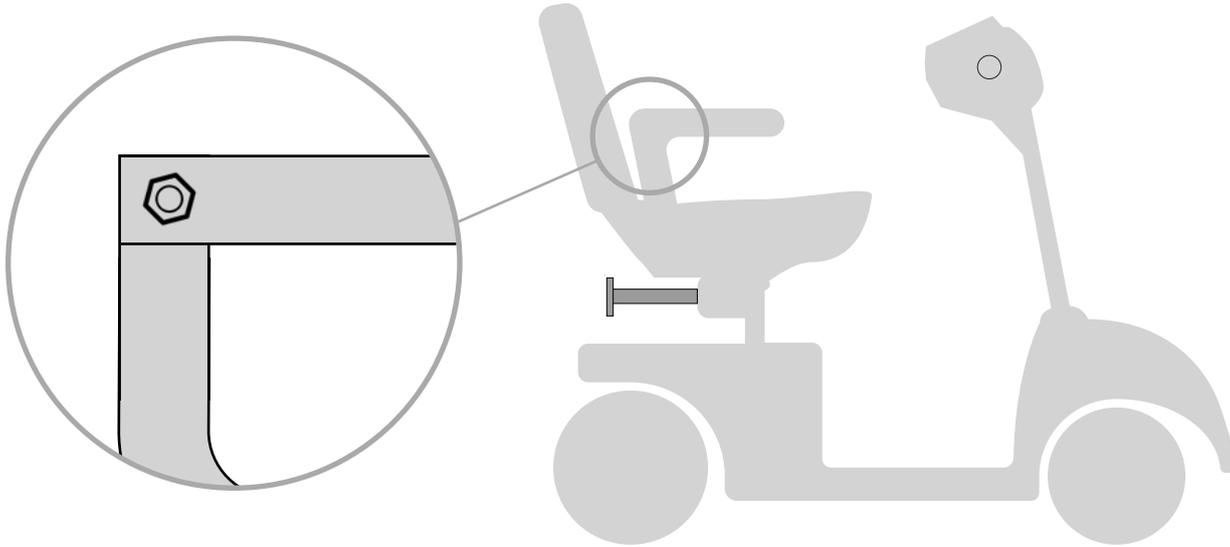


B



Tip: open out the universal mounting brackets on the frame first.

Step 4. Remove the bolts on the scooter armrests.



Tip: if the armrests are attached directly to the seat remove the top bolt - see figure 1.

Figure 1.

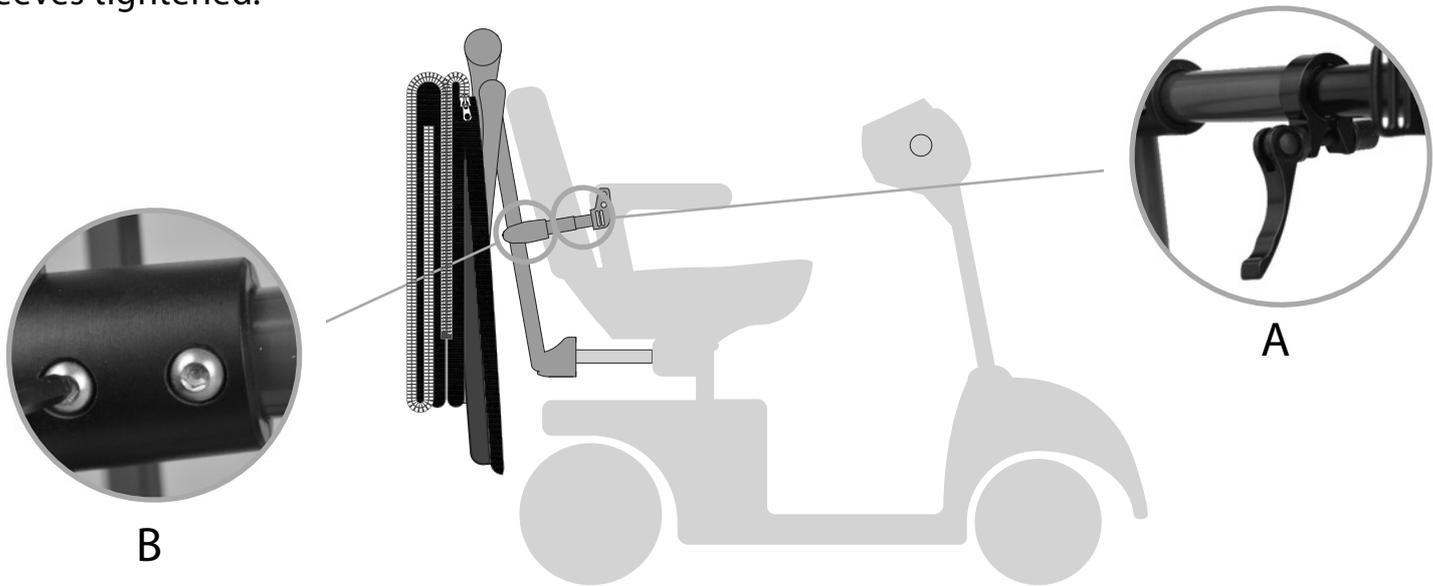


Step 5. N.B. refer to page 15 before attempting this step.

Loosen the quick release clamps (A) on the mounting bracket and loosen the allen key bolts on the plastic clamps (B). Now attach the brackets to the armrests using the bolts you removed earlier or the 45mm bolts supplied if required.

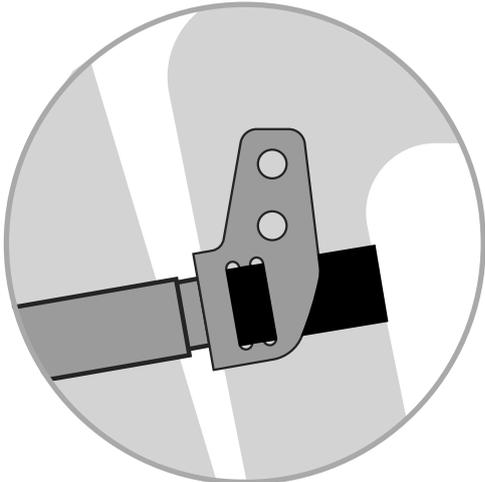
Ensure any Nyloc nuts have the bolt protruding by at least 2mm.

The brackets must be as near to level as possible and the allen bolts on the plastic sleeves tightened.



Tip: the mounting bracket ends can be orientated up or down, whichever fits your scooter best.

If you are unable to complete the previous step due to a lack of suitable bolts, or suitable fixing points strong velcro straps are supplied to accommodate this. Feed the straps through the brackets (Figure 2) and tightly strap around the scooter seat arms. Ensure the straps are tight so there is no movement.

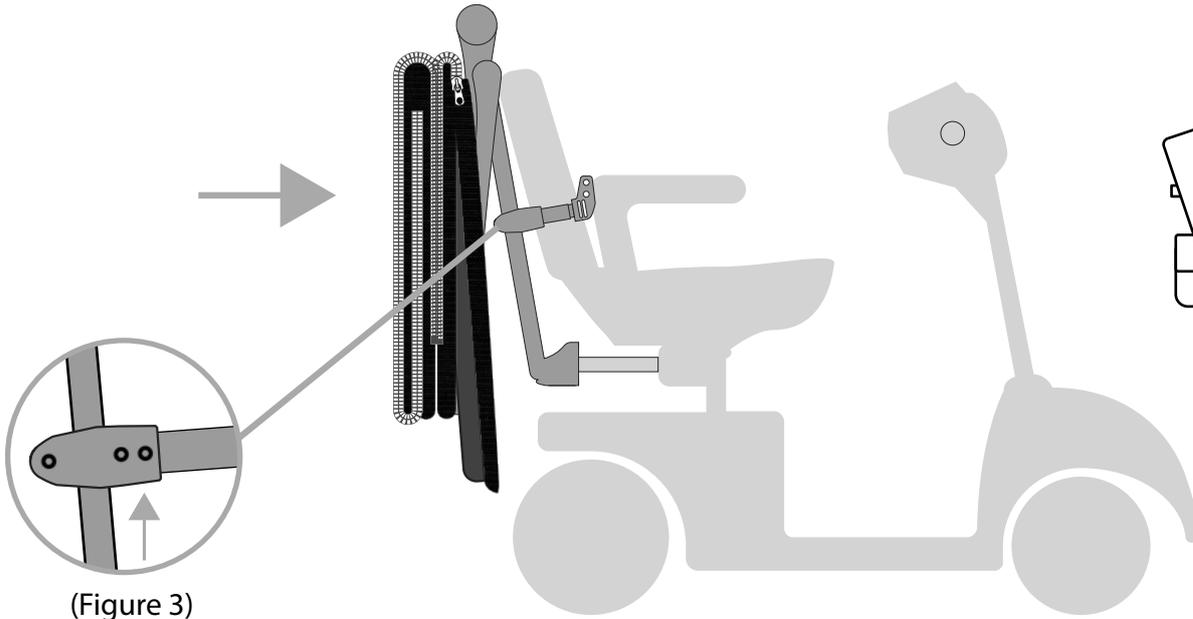


(Figure 2)

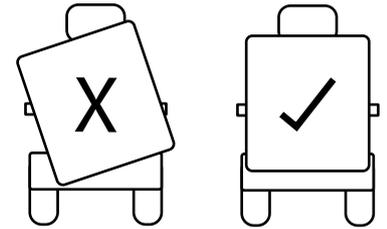
Step 6. Once assembled the plastic clamp should be pushed up the main frame before being tightened with the 3 allen bolts (figure 3).

Ensure the frame is held tightly and securely so there is no movement.

There must also be sufficient length of the telescopic arm within the outer tube to ensure adequate clamping with the quick release clamp.



(Figure 3)



(Figure 4)

! The canopy must be level when viewed from behind (figure 4), ensure this is so before continuing. If necessary adjust the arms by loosening the allen bolts and sliding up or down.

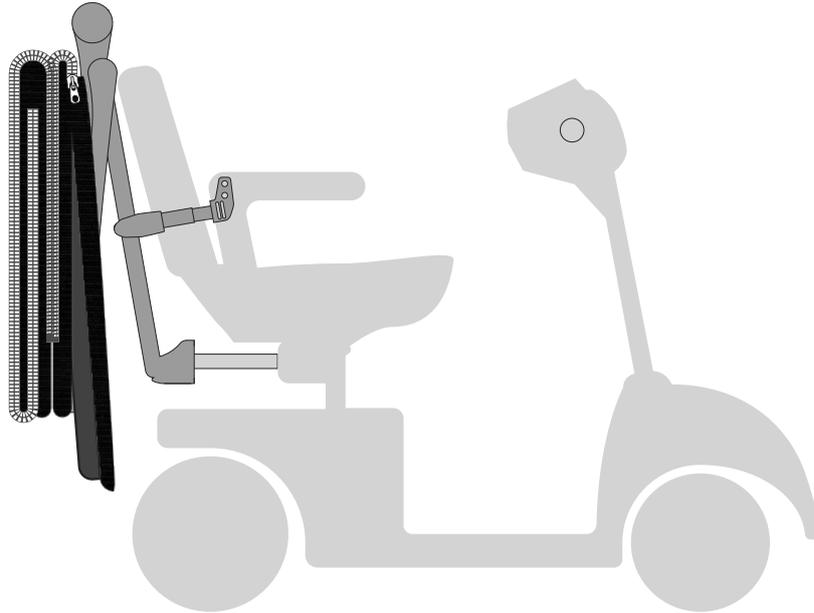
Step 7. You can now unfold your canopy frame and fit the weatherproof cover. Lay the weatherproof cover on the roof of the frame, and unfold. Zip up the sides of the canopy while positioning the velcro around the windscreen to ensure correct placement.

Secure to the frame using **all 6** velcro straps provided. (Open the left hand cover door to secure the securing straps on the right side and vice versa.)

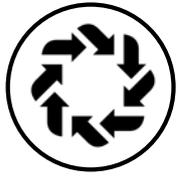


You may need to slide your seat slightly forward and reposition or remove the mirrors to avoid them colliding with the sides of the canopy.

The canopy is now ready for use!



**On some models of scooters the canopy may obscure lights.
Do not use your scooter on the road if the lights are obstructed.**



Detailed guide to using the canopy

The ScooterPac folding canopy is as functional as it is beautiful.

To achieve this we included colour coded velcro and super flexible material amongst other innovations to make it as easy as possible to use.

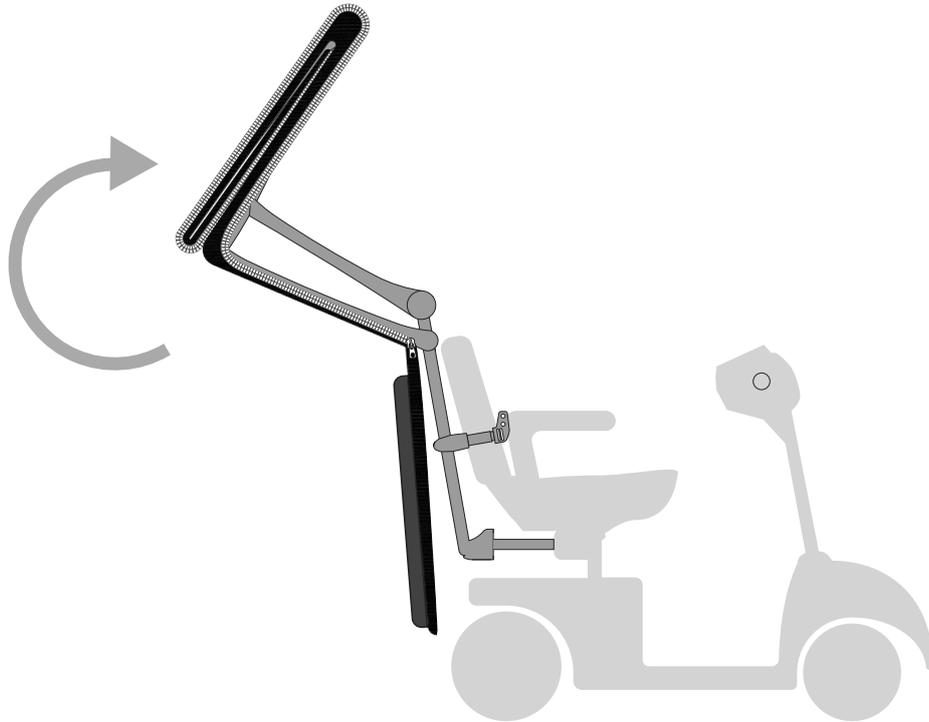
Follow this simple guide to get the most from your ScooterPac.



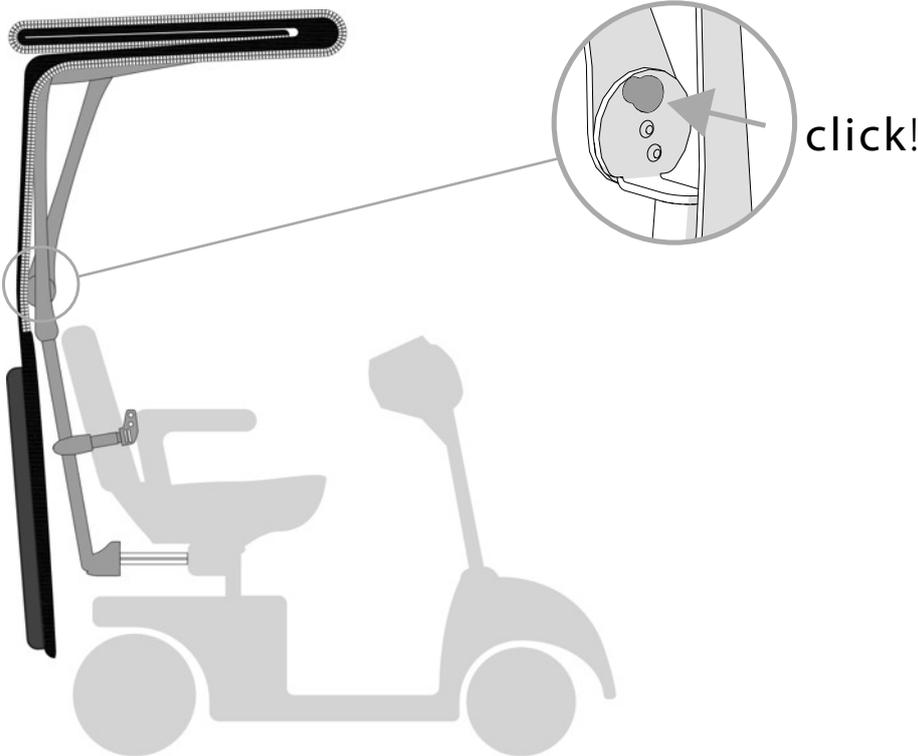
Tip: Refer to page 7 for parts diagrams

How to use the canopy

Step 1. Remove the storage bag by undoing the velcro at the bottom and lifting off. Then take the main frame up and over into position.



Step 2. The plunger on the side of the frame will engage.



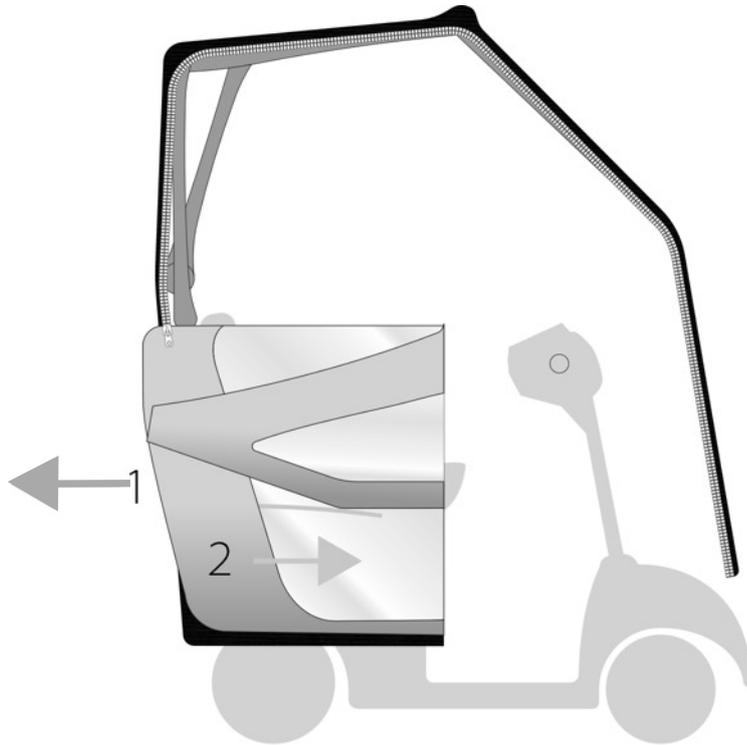
Step 3. Fold the windscreen down



Step 4. Fold the front protection panel down to the front of the scooter



Step 5. The side protection panels can now be unfolded from the rear, around to the sides.



Step 6. While holding the top corner of the side panel pull the zip around to the front of the scooter. Repeat to the other side.



Step 9. The cover should now be secured to the front of the scooter by one of the methods below;

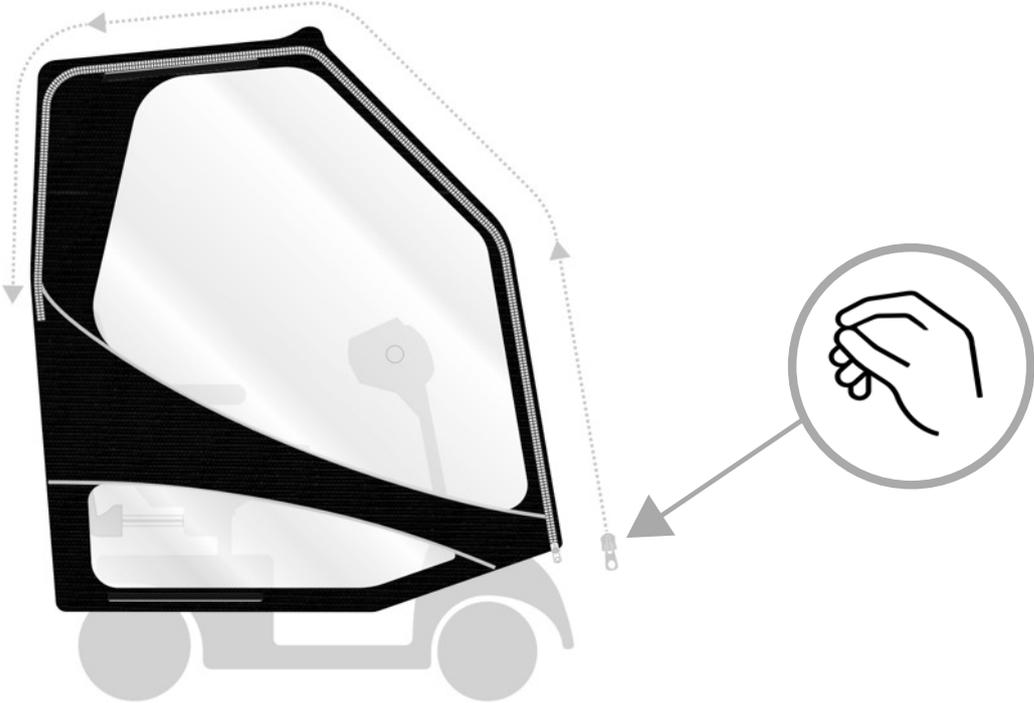


- 1) Central strap around bumper.
- 2) Velcro pads (supplied) stuck to the shroud or bumper.
- 3) Attaching the strap to a velcro pad (supplied) on the bumper.



 Ensure the central strap is either secured out of the way or removed if not used to avoid entanglement with the wheels.

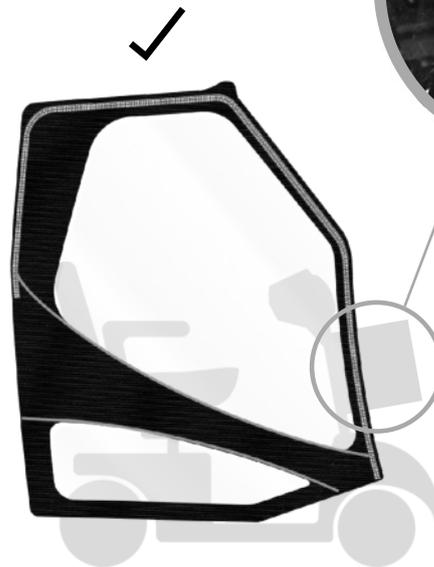
Step 7. The canopy is now ready for use. To access the scooter simply un-do the zip from the bottom of the canopy.



If your front basket is pushing on the inside of the cover(Figure 5). Remove the basket fixing access strip and place the basket through this, placing the strip into the basket.



(Figure 5)



(Figure 6)

To open the canopy at traffic crossings or to post a letter etc., simply unzip the side from the rear of the canopy.

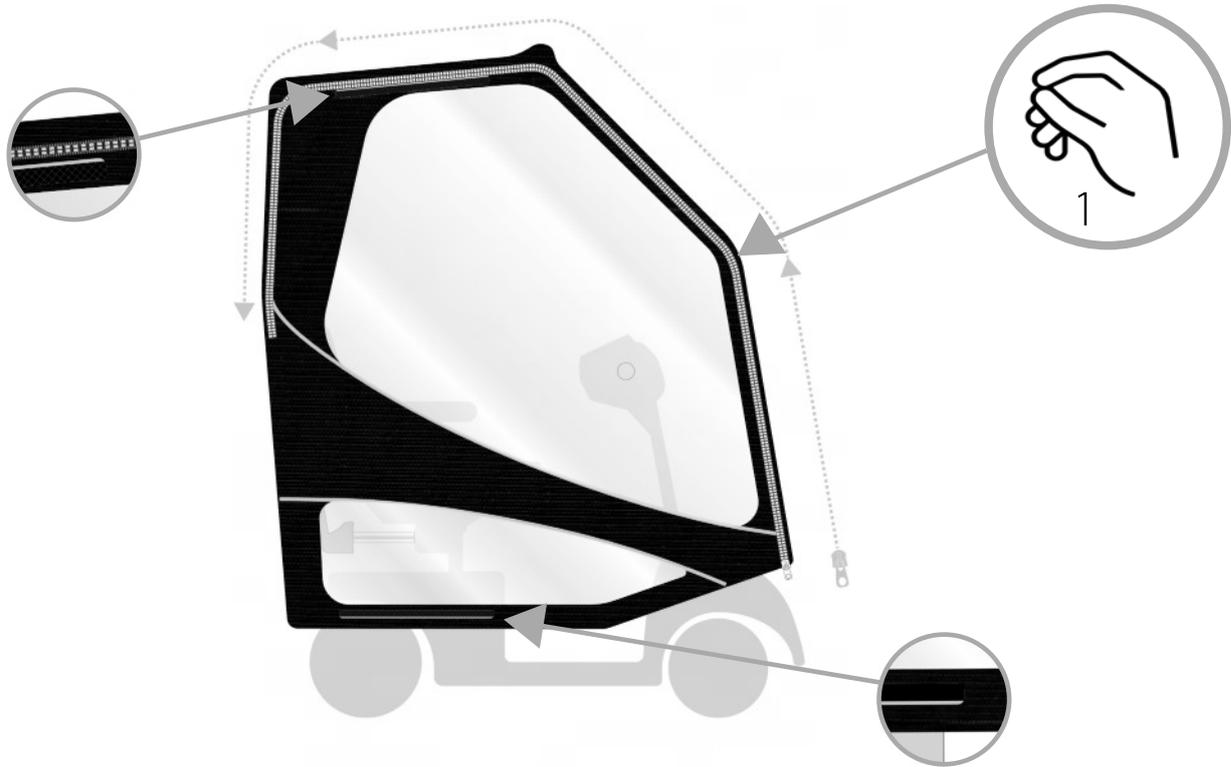


The scooter must not be driven with the canopy in this position.

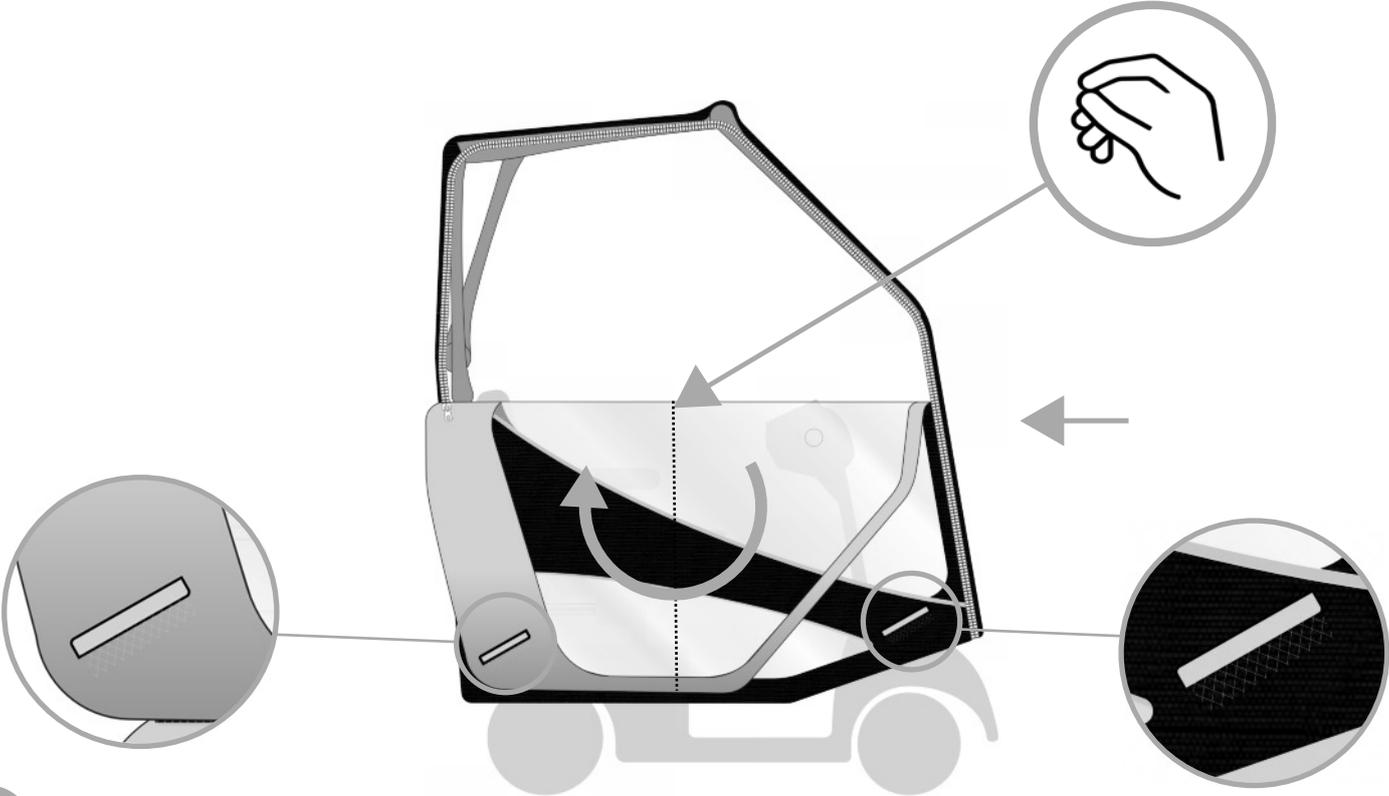
Folding the canopy away.

Step 1. Unzip the canopy from the bottom, holding it in the middle (1).

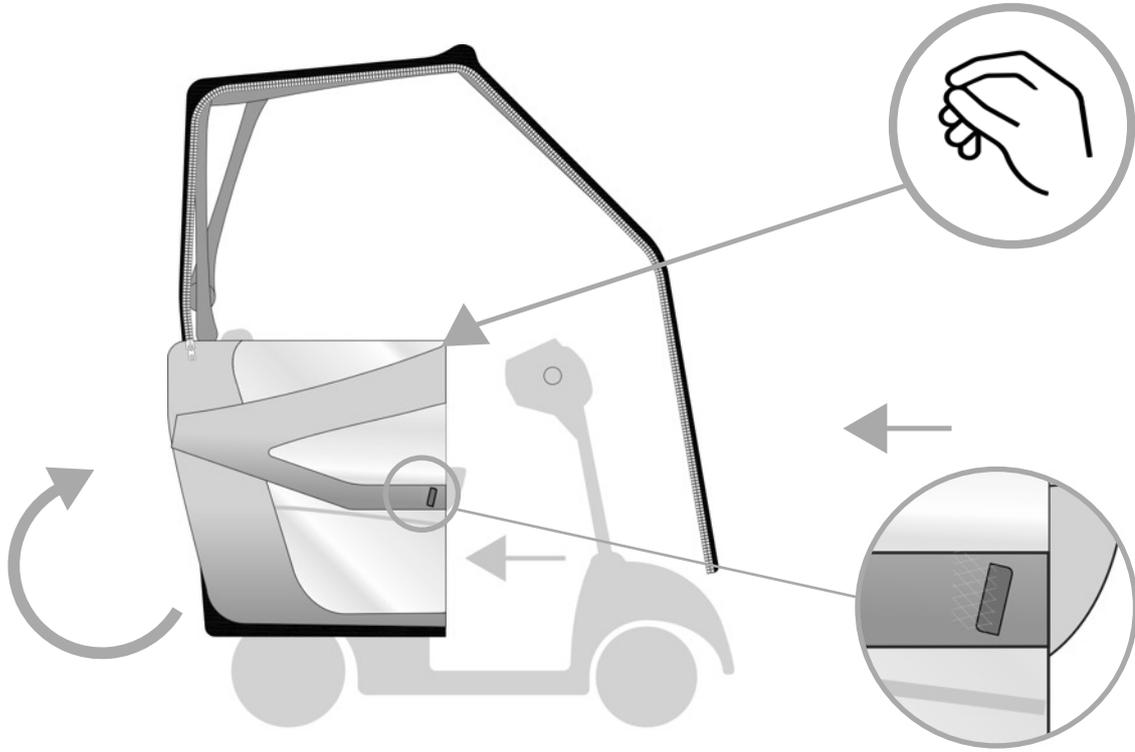
This makes the next step easy which is to match the yellow velcro at the top of the side panel to the bottom of the side panel.



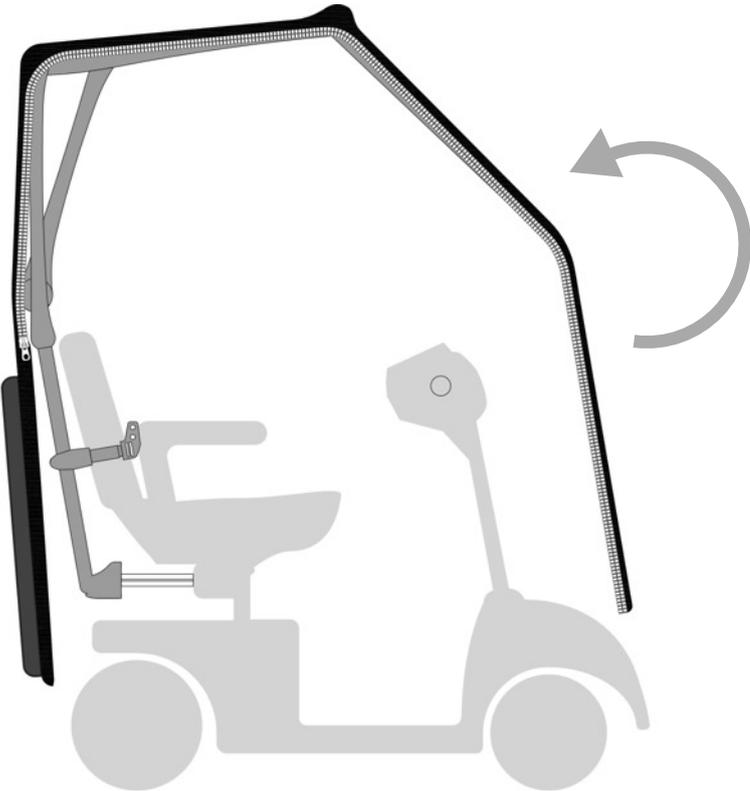
Step 2. Fold the side panel from side to side to match the grey velco to grey velcro.



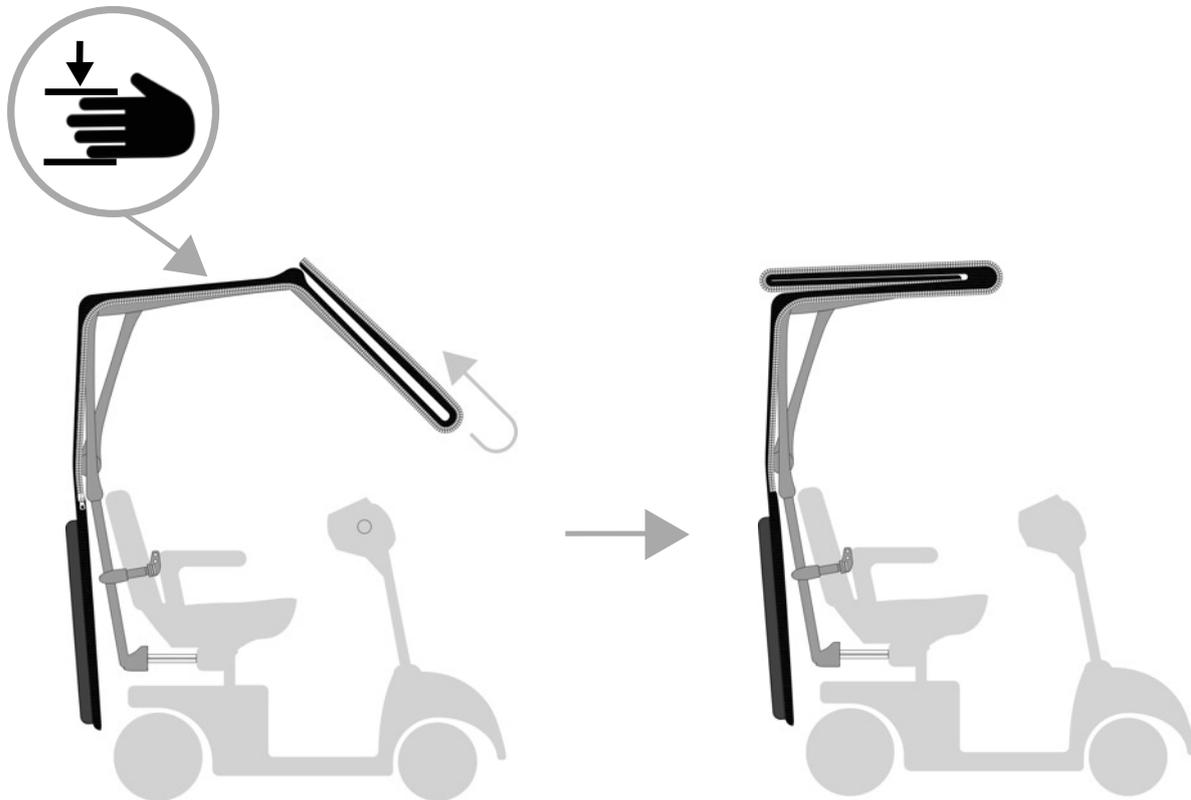
Step 3. Fold the panel behind the scooter so that the red velcro matches up to the red velcro, and folds around to the rear of the frame. Repeat for both sides.



Step 4. Detach the securing velcro at the front and fold up the front protective panel matching the velcro strip with the corresponding strip at the top of the windscreen.

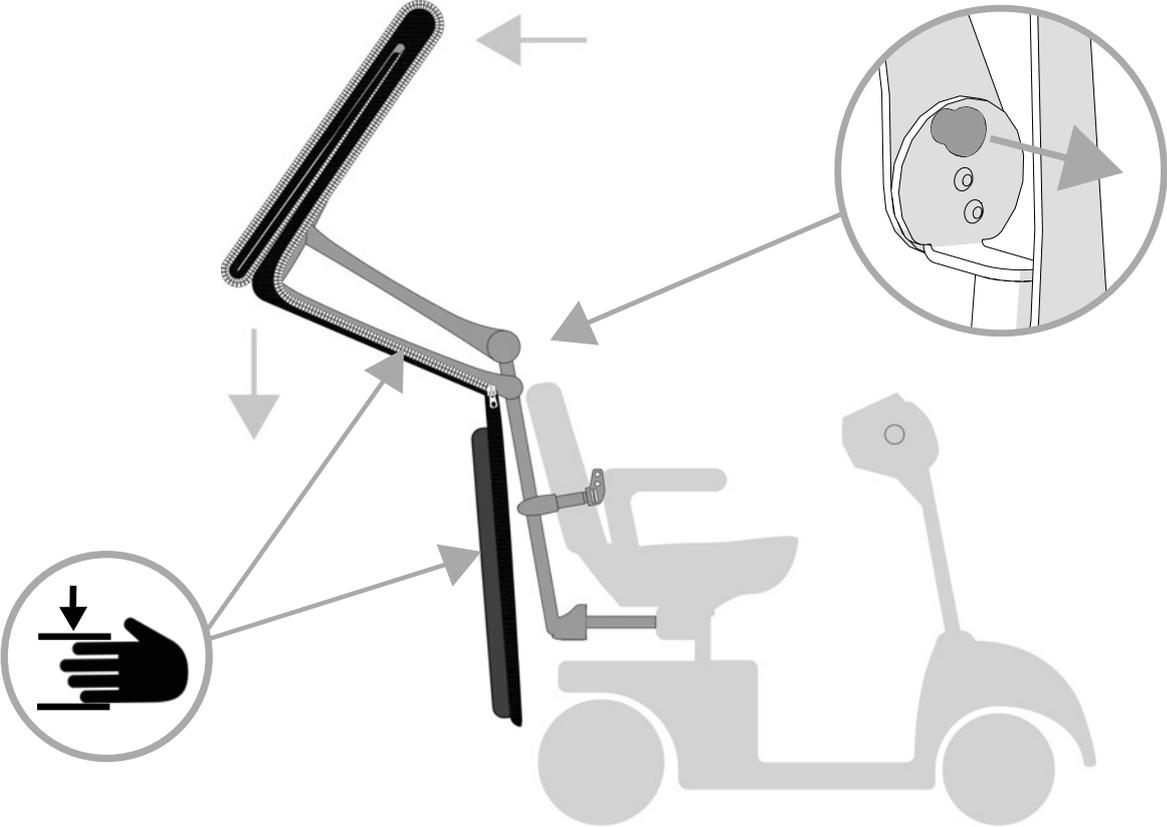


Step 5. Fold the windscreen up onto the roof section.

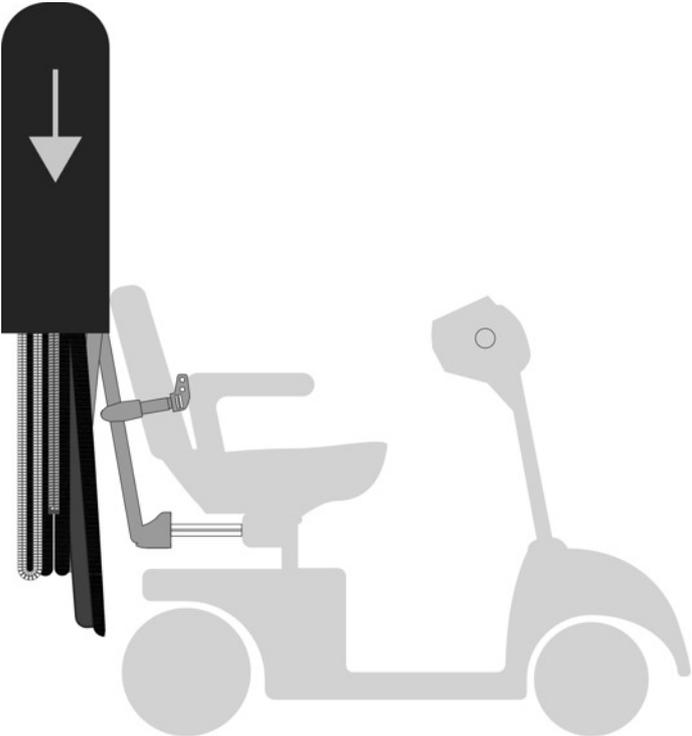


Beware of trapping your hand when folding this section down.

Step 6. Pull out the plunger and fold the frame down to the rear of the scooter



Step 7. Slide the bag over the canopy, the canopy is now completely stowed away.





How to care for the ScooterPac canopy

The ScooterPac canopy material is a specialist mildew resistant fabric, which is waterproof too. However all this can't stop the usual deposits finding their way onto it!

We recommend cleaning your canopy with a weak mixture of fairy liquid and water, and a sponge. **DO NOT USE BLEACH.**

Leave the canopy fully unfolded out in a well ventilated place to dry before using again.

dealer stamp

**scooterpac**[®]

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Pat. Pending