

**CADDY PRO**

Assembly guide

# Assembly guide



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The Caddy Pro comes packed into 3 separate boxes:

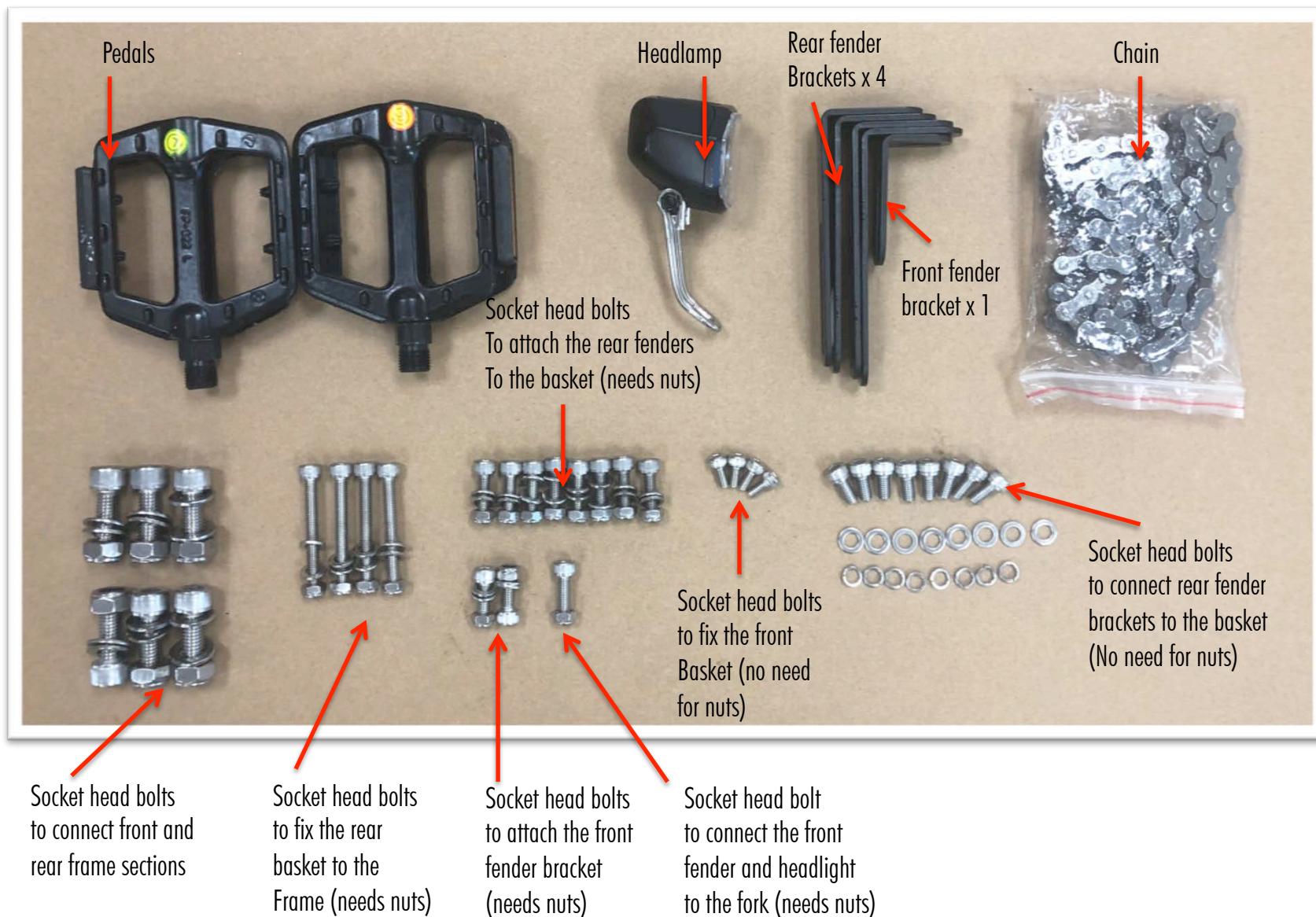
Box 1: Seat, battery, and front frame section

Box : Front wheel



Box 2: Rear frame section with wheels, front and rear baskets, fenders, charger and accessory box (pedals and headlight inside)

# Identify the hardware

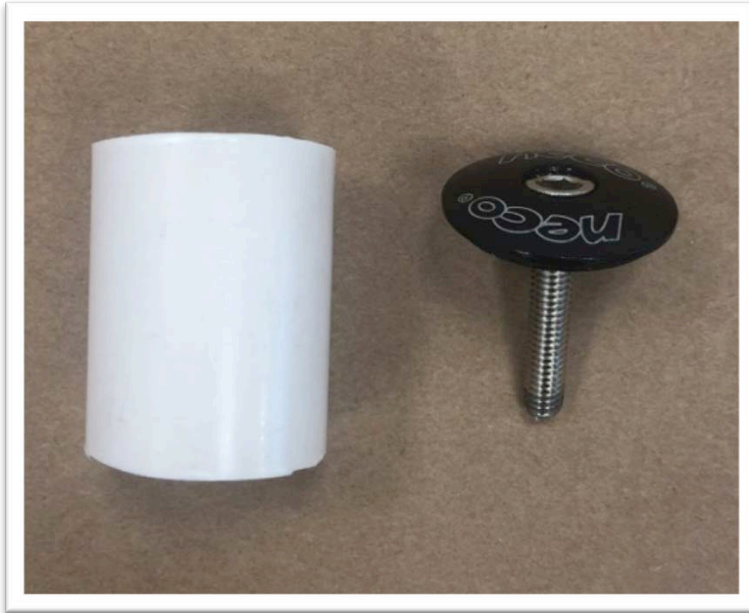






## STEP 1:

Remove the protective plastic sleeve and cap from the frame so you can install the handlebar, this is protective shipping material only, you can discard it.





## STEP 2: Assemble the stem and handlebar.



A-Insert the stem into the tube.  
Use the spacer ring (arrow) to increase the handlebar height, for lower handlebar position you can remove the spacer ring.



B-Align the stem/handlebar in a straight position



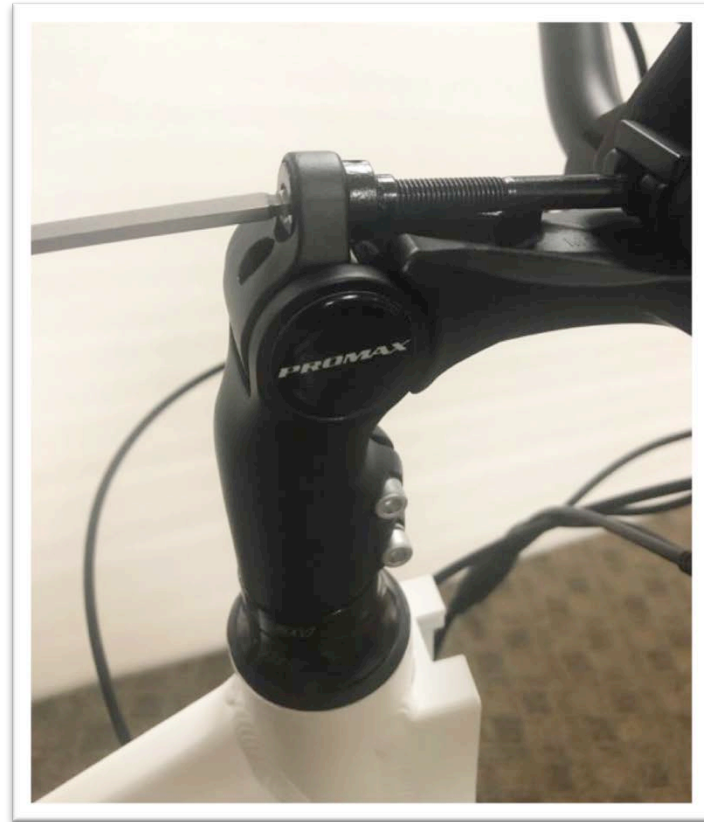
C-Secure the handlebar tightening the top screw with an allen wrench

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### STEP 3: Assemble the stem and handlebar.



D-Tighten the socket head screws with an allen wrench



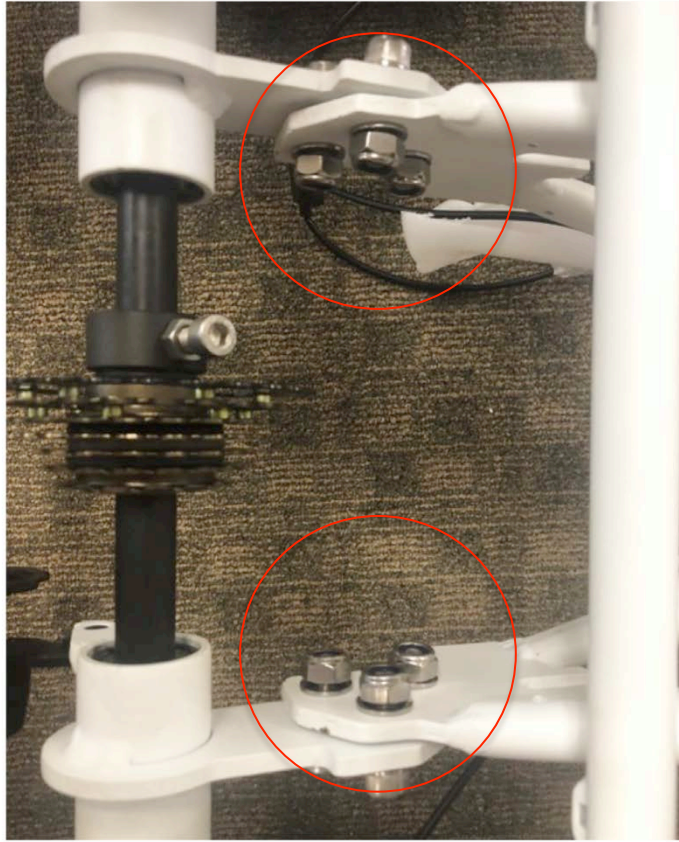
F-Adjust the angle of the handlebar with the horizontal screw, once you reached the desired angle close the latch.





## STEP 4: Connect the front and rear frame sections

Use the 6 socket head bolts and safety nuts to connect both sections but do not tighten yet, you will need to adjust the chain before fully tightening



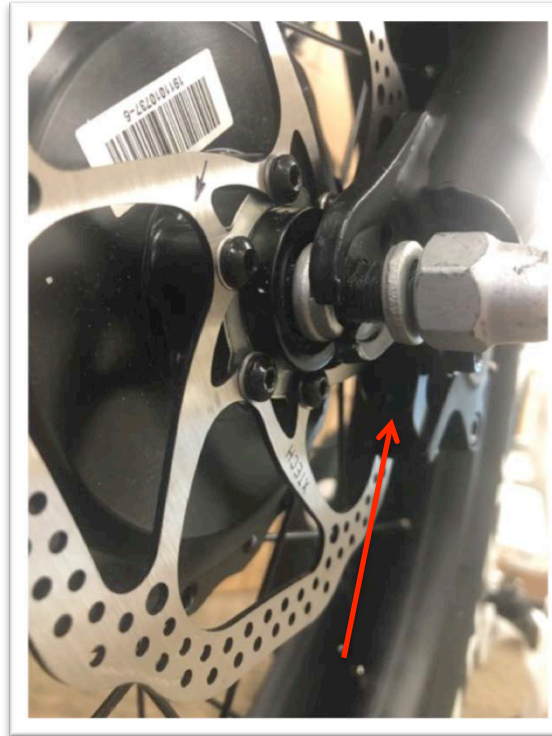
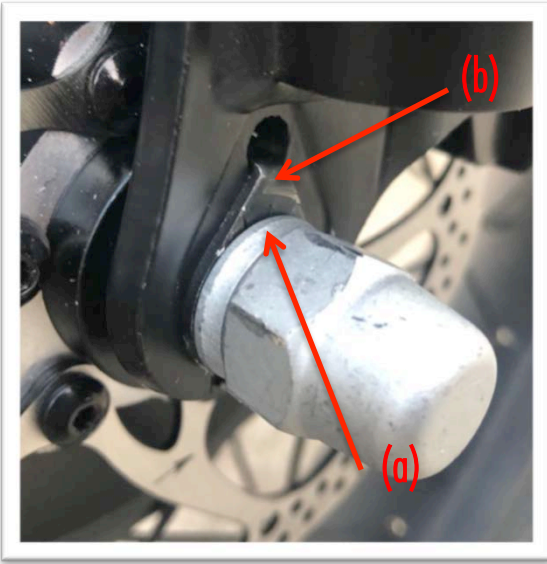
Connect front and rear section



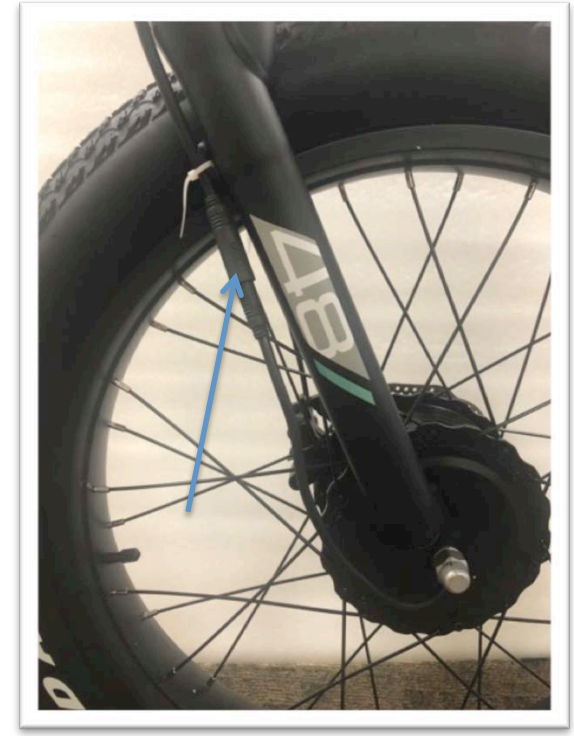
## STEP 5: Install the front wheel

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1-Make sure to have the spacer washers (a) and safety washers (b) on both sides between the fork



2-Insert the front tire into the fork, the disc needs to slide into the brake caliper.



4-Connect the motor cable on the right side of the fork.



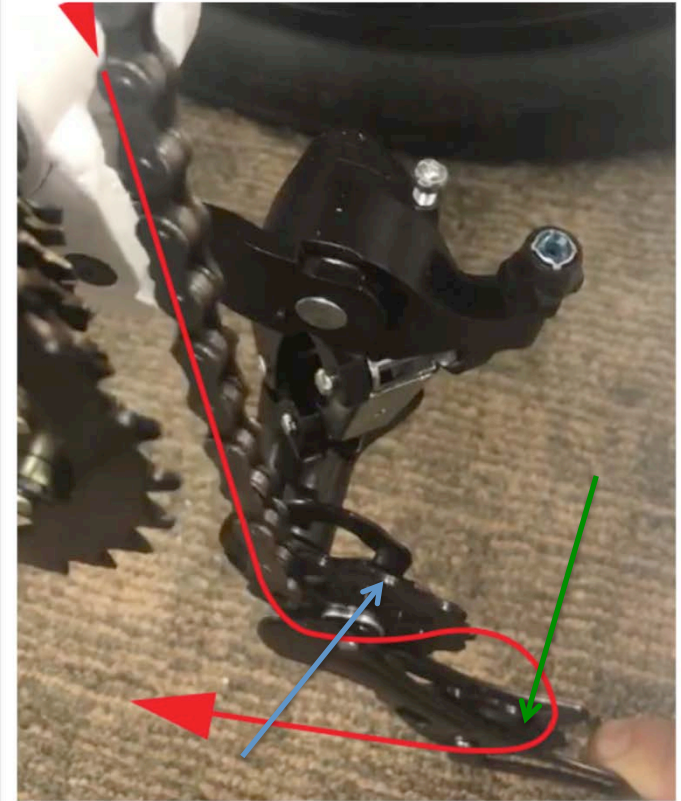
## STEP 6: Install the chain



1-Tighten the bolt for the gears



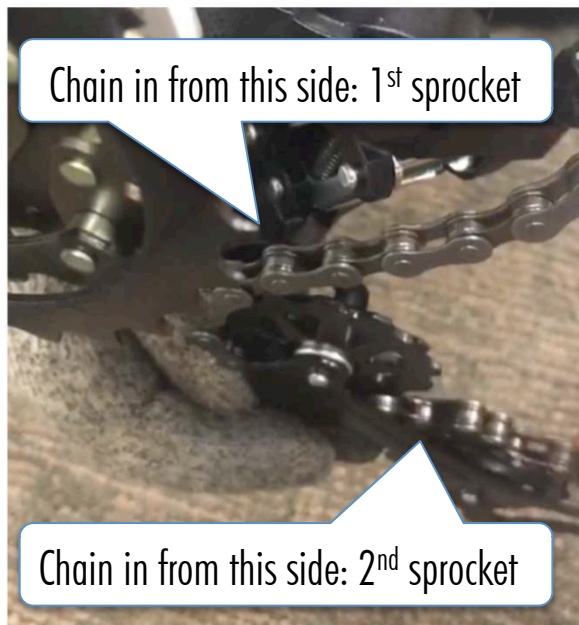
2-Pulldown the derrailleur



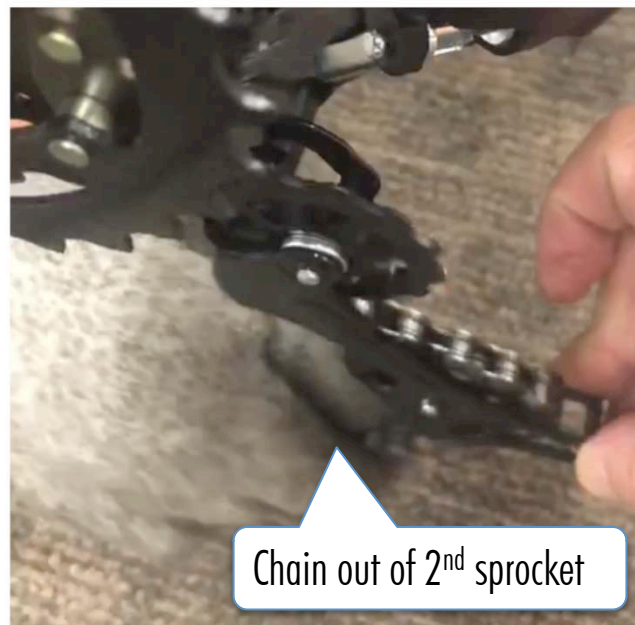
3-Start loading one end of the chain from top to bottom around the first small sprocket (blue arrow) ... then around the second small sprocket (green arrow)

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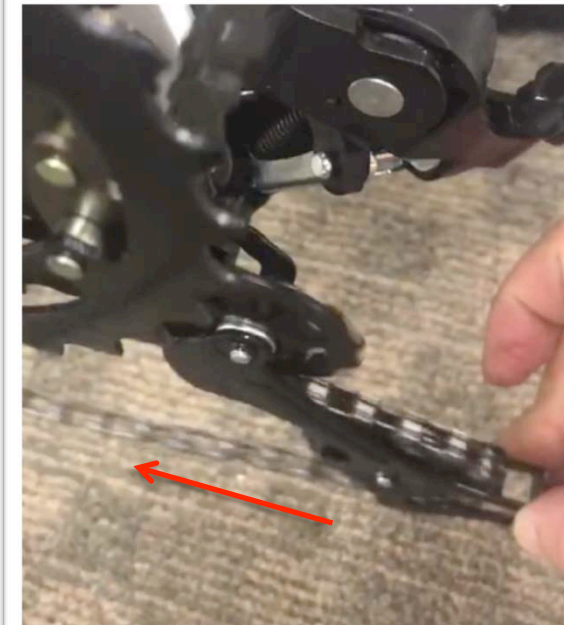
## STEP 6: Install the chain



4-Route the chain around the 2 small sprocket gears



5-With one hand keep pushing the derraileur down, pull the end of the chain out of the second sprocket



6-The chain is now routed thru the derraileur, keep pulling it towards the front



## STEP 6: Install the chain

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7-Keep reeling out the chain



8-The chain is now routed around all gears



9-Link the chain together with the link lock. **Tighten the 6 bolts that connect the front and rear frame sections.**





## STEP 7: Install the rear brake

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The left hand controls belong to the shorter cable,  
the right controls to the longer cable

1-Remove the red protective tab from the rear brake.

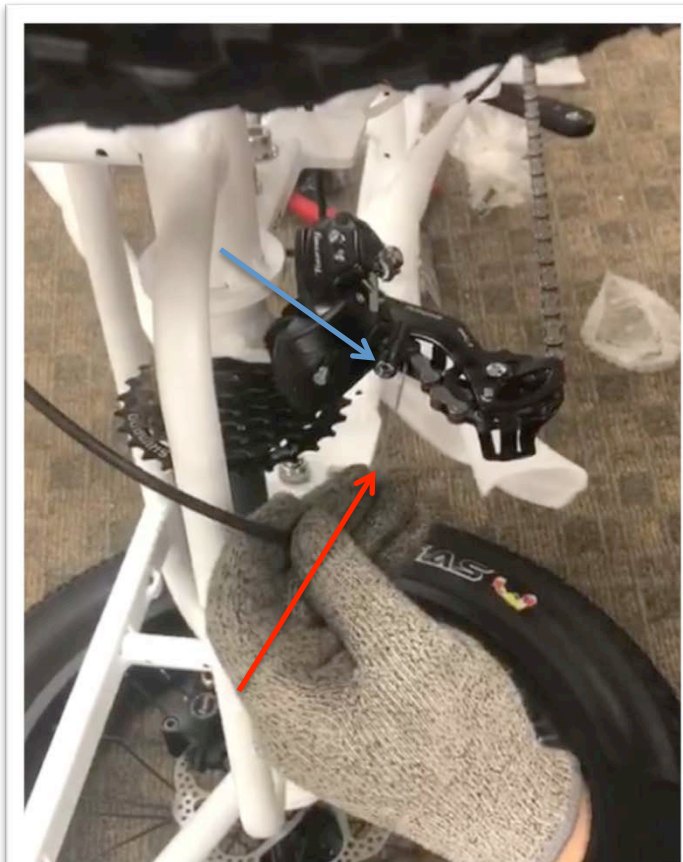


2-Attach the rear brake to the frame, slide the disc into the brake.

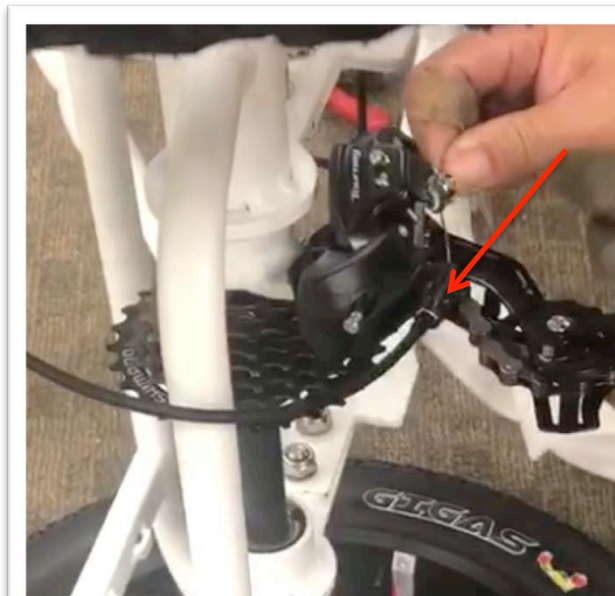


Rear brake already installed

## STEP 8: Attach rear shifter cable



1-Insert the bare metal wire into the guide on the shifter



2-The wire will come to a stop once the rubber jacket hits the guide



3-Pass the metal wire under the tab of the locking bolt

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## STEP 8: Attach rear shifter cable



4-Tighten the locking nut to secure the cable into position

5-Put the wire endcap and clip it with pliers

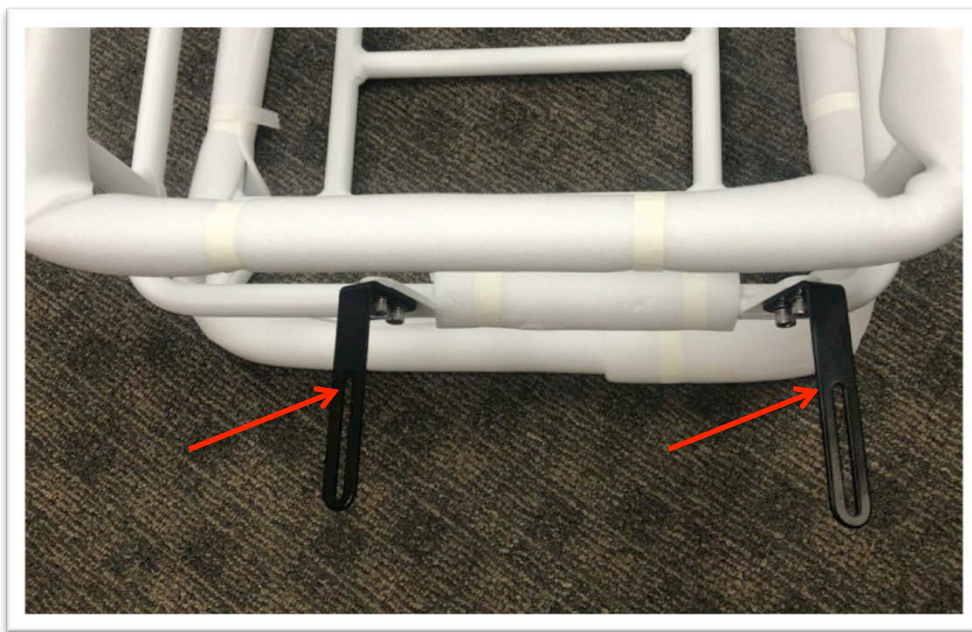




## STEP 9: Rear fenders and basket

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*It is highly recommended to attach the rear fenders to the rear basket before fixing the basket to the frame.*



1-Fix the rear fender brackets to the rear basket



2- Attach the rear fenders to the brackets with the short bolts

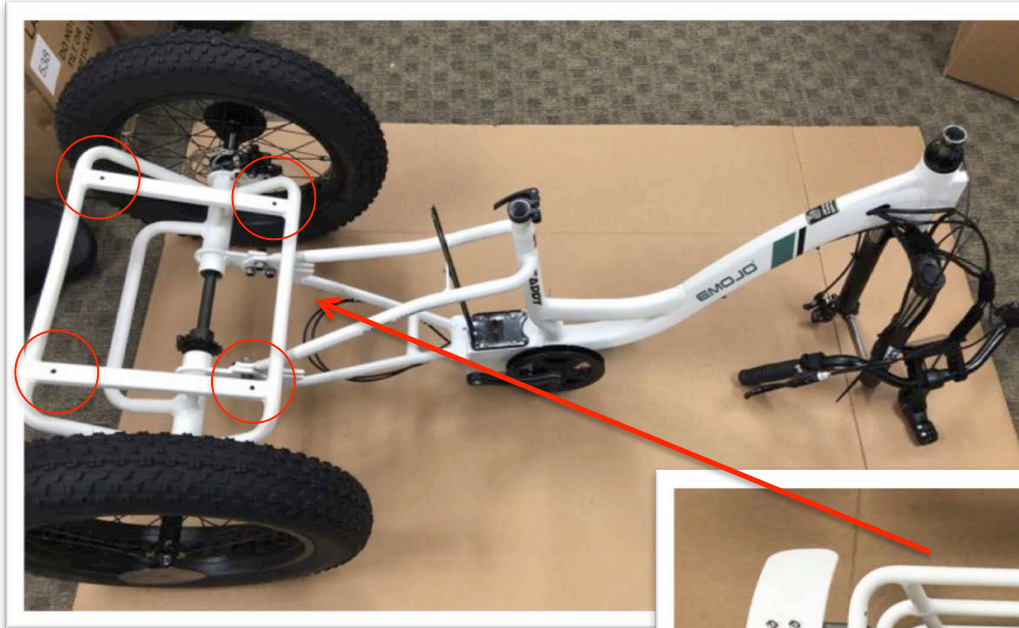
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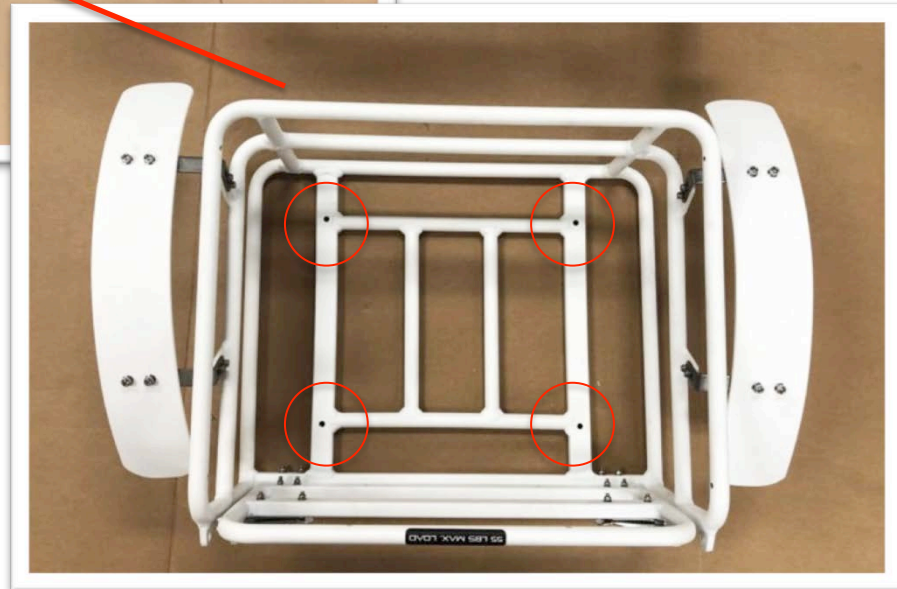
## STEP 9: Rear fenders and basket

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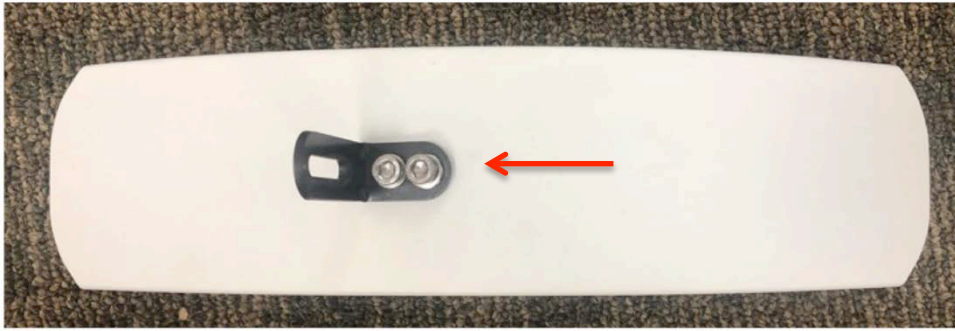
Fix the rear basket with fenders to the frame using the long bolts with washers



Secure from underneath with the safety nuts



## STEP 10: Front fender and headlight



Attach the bracket to the front fender



1-Install together the front fender and headlamp onto the front fork hole

2-Secure both with the socket head bolt







Connect the wires to the headlamp: The positive wire plugs on the side marked with the + sign



To identify the positive wire, look for the wire marked with text on the rubber insulation

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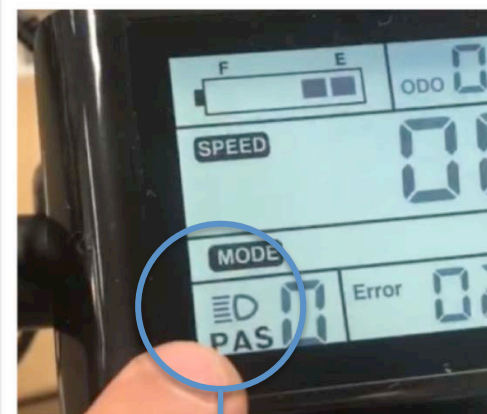


## STEP 11: Headlight

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**To turn your headlight on:**

- 1-Turn on your electric system by pressing and holding the M button for 3 seconds
- 2-Press and hold the arrow Up button until the light comes on, you will see the light icon on the screen
- 3-To turn off the light press and hold the Up button again. The light icon will turn off from the screen.



Press and hold UP button to  
turn light on/off

Light ON indicator  
on the screen

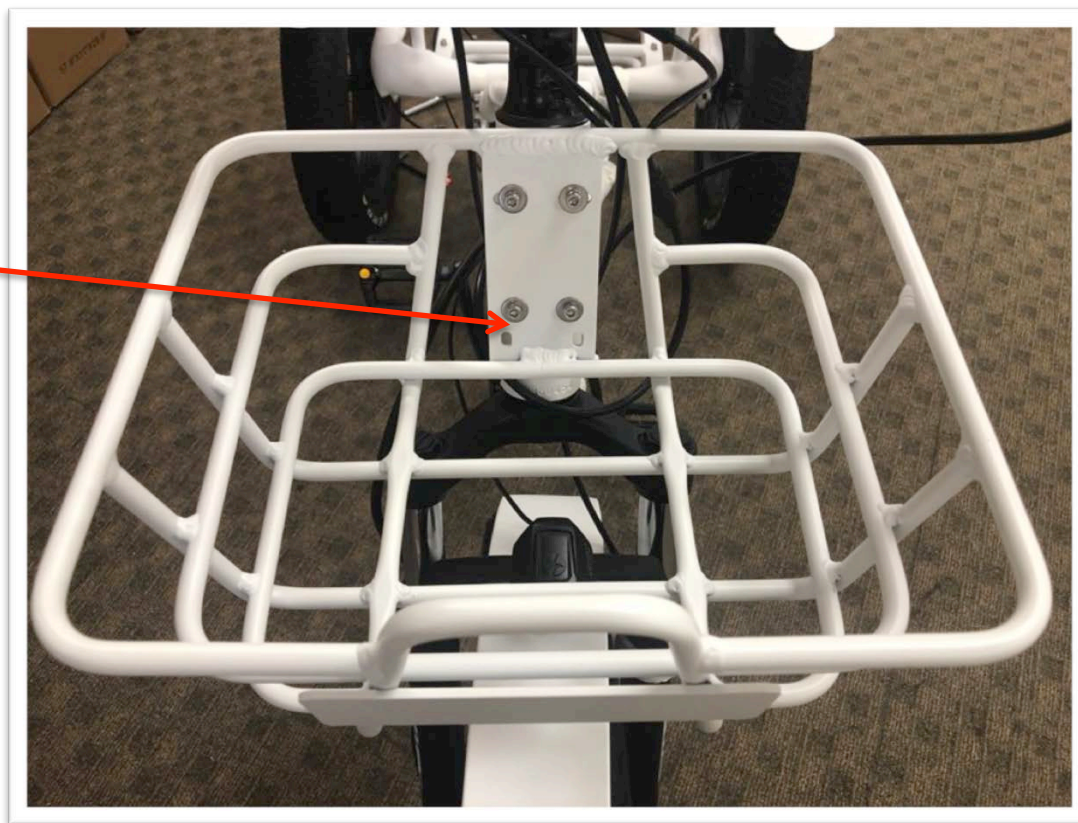
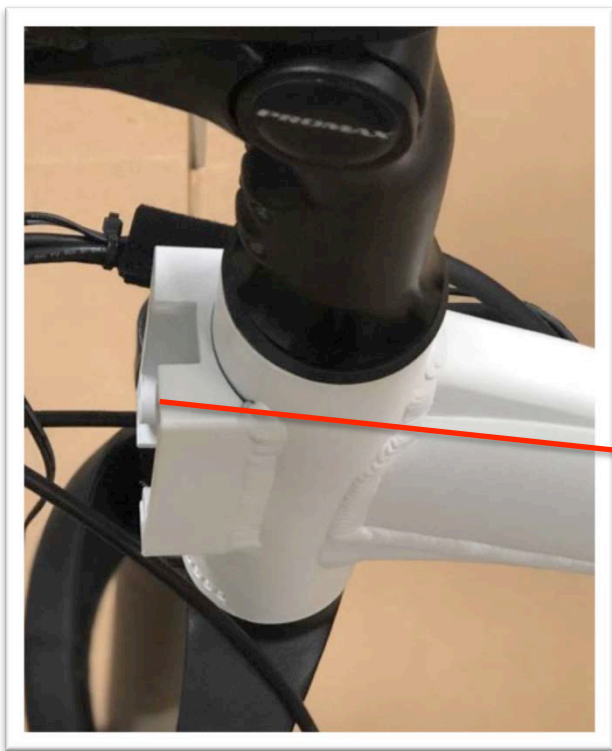
Press and hold  
M button to  
turn system on





## STEP 12: Front basket

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Attach the front basket to the frame using 4 socket head bolts.







## STEP 13: Pedals

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From the accessory box, identify the left and right pedals. Fix the pedals to the crank, the left pedal is tightened counter clockwise, the right pedal clockwise.  
Hand-tighten the pedals first, then use a wrench.