



SCOUT ASSEMBLY GUIDE

www.sun.bike



CONGRATULATIONS

Congratulations on the purchase of your new Sun bike. This assembly guide will provide instructions for the final assembly and setup of your new bike.

Before your first ride, please read the Sun Bicycles Owner's Manual along with this BICYCLE ASSEMBLY MANUAL included with your new bike. This assembly guide is not a replacement for the Sun Bicycles Owner's Manual or as a comprehensive repair and maintenance book. All repair and maintenance should be performed by trained professionals. We highly recommend you seek the services of a trained mechanic at your local bike shop in these matters.

WARRANTY

The Sun Bicycles written warranty can be found in the Owner's Manual included with your new bicycle or at Sun.Bike.

UPDATES

Periodically, updates and addendums may be issued for this document. To ensure you have the most up-to-date information, please check sun.bike or contact customer care at info@sun.bike

HAVE A QUESTION

info@sun.bike

FIND A RETAILER IN YOUR AREA

sun.bike/pages/store-locator

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SCOUT 16

Bike Details

Model	Scout 16	Wheel size	16"
Frame size	8"	Tire Size	16 x 2.30"
Bike weight	21 lb	Max tire size	16 x 2.30"
Max rider weight	80 lb	Tire Pressure	40-65 PSI



SCOUT 20

Bike Details

Model	Scout 20	Wheel size	20"
Frame size	10"	Tire Size	20 x 2.30"
Bike weight	23 lb	Max tire size	20 x 2.30"
Max rider weight	80 lb	Tire Pressure	40-65 PSI



PREPARING FOR ASSEMBLY

- **Gather all tools required for assembly**
 - Below are the recommended tools and supplies needed for assembly



Adj. or Metric Wrenches



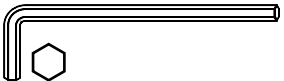
Pliers / Cutters



Flat Blade Screwdriver



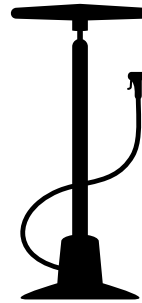
Phillips Screwdriver



Metric Hex Wrenches



Torque Wrench



Air Pump



Bicycle Grease

- **Select your work area**
 - A well-lit area like a garage or outside is ideal
 - Make sure you have plenty of space to move around
 - Protect your work surface to prevent accidental damage. e.g., carpet or wood floors

QUICK REFERENCE

Torque Specifications	Tool Size	Torque
Front wheel axle nut	15mm wrench	30-45 Nm
Rear wheel axle nut	15mm wrench	30-45 Nm
Seat rail clamp	13mm wrench	12-15 Nm
Seat post clamp	4mm hex wrench	4-6 Nm
Stem - Quill bolt	6mm hex wrench	12-15 Nm
Stem - Faceplate bolts	6mm hex wrench	12-15 Nm
Pedals	15mm wrench	30-40 Nm
Headset locknut	32mm wrench	25-30 Nm
Brake lever clamp bolt	5mm hex wrench	4-6 Nm
V-brake cable anchor bolt	5mm hex wrench	6-8 Nm
Brake arm screw & nut	Screwdriver & 10mm wrench	2-3 Nm
Kickstand	8mm hex wrench	15-17 Nm
Scout 16 Only	Tool Size	Torque
Training wheel bracket axle nut	15mm wrench	30-45 Nm
Training wheel bolt & nut	12 & 13mm wrench	12-14 Nm

UNPACK YOUR NEW BIKE



Fig. 1



Fig. 2

■ Opening the carton

- Remove the staples from the top of the carton with pliers or a flat-blade screwdriver and open box top flaps
- **Warning:** The staples have sharp edges and should be disposed of in a safe manner to ensure they do not become a hazard to yourself and others

■ Lift your new bike and all parts out of the carton

- To make lifting the bike out of the carton easier, it's a good idea to have a second person to help with this step
- Double-check the carton to ensure you have removed the small parts box, and the saddle

■ Remove all packaging from your new bike

- First, cut the zip ties securing the front wheel, handlebar, and seat assembly from the rest of the bike and set to the side
- Be mindful not to cut any parts of the bike including spokes, brake cables, and derailleur cables during this step
- Next, remove all remaining foam and cardboard packaging

Fig. 3



- Main bike assembly - Fig. 3
- Front wheel - Fig. 3
- Handlebar with pre-installed rubber grips - Fig. 3
- Saddle and seatpost - Fig. 4
- Small parts box containing the Sun Bicycles Owner's Manual & Assembly Guide, stem, pedals, and reflectors - Fig. 4

INSTALL FRONT WHEEL



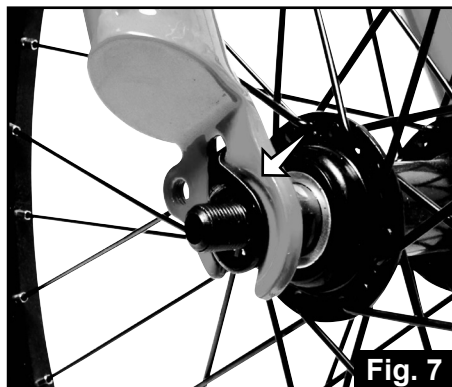
Fig. 5

INSTALL FRONT WHEEL



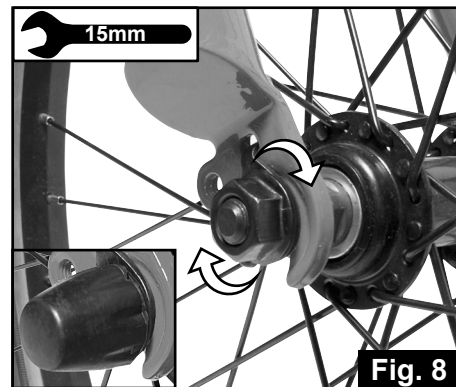
Insert the wheel:

- Make sure the axle is fully inserted into the dropout on both sides
- Lightly apply grease to the axle threads to ensure the nuts thread on smoothly
- **NOTICE:** Tires are directional. Please refer to the arrow on the sidewall for proper orientation during installation



Position the keyed washer:

- Place the keyed washer onto each side axle / dropout with the tab facing inward, ensuring it aligns with the slot on the dropout

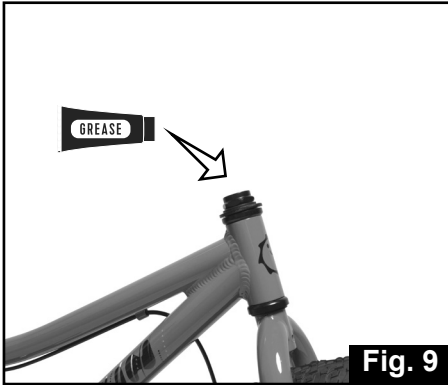


Install & tighten the axle nuts:

- Thread the axle nut (clockwise) onto each side axle
- Tighten the axle nuts securely with a 15 mm wrench
- Recommended torque: 30-45 Nm
- Install the plastic axle nut covers on the front and rear wheel axle nuts

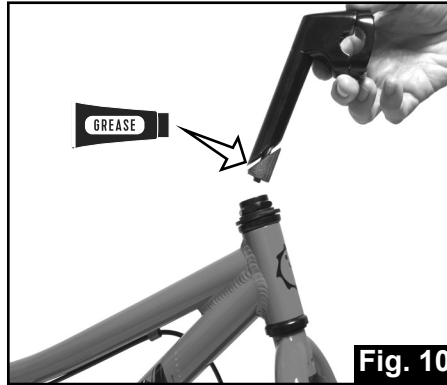
FINAL CHECK: Ensure the wheel is centered in the fork, spins freely without rubbing, and that the keyed washer is fully seated and hasn't shifted during tightening. Double-check that the axle nuts are properly tightened to the recommended torque, and the plastic axle nut covers are securely attached.

INSTALL STEM



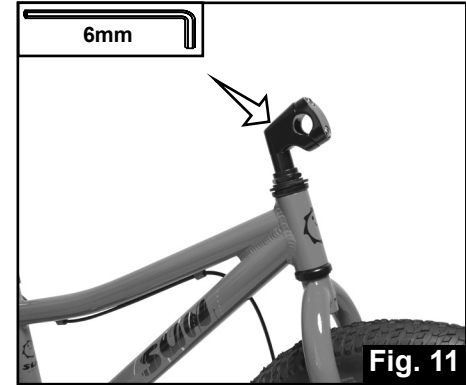
Prepare the fork:

- Ensure the fork steerer tube is clean and free of debris
- Lightly apply grease to the inside edge of the steerer tube



Insert & align the quill stem:

- Loosen the expander bolt (quill bolt) so the wedge can move freely
- Lightly apply grease between the quill wedge and stem
- Insert the quill stem into the fork's steerer tube, ensuring it slides in smoothly
- Adjust the height, ensuring the minimum insertion line (etched on the stem) is fully inside the steerer tube



Align & tighten the quill bolt:

- Position the stem so it is centered and aligned with the front wheel
- Hold the front wheel between your legs to keep it stable while adjusting
- Using a 6mm allen wrench, tighten the quill bolt to secure the stem inside the steerer tube
- Recommended torque: 12-15 Nm

INSTALL HANDLEBAR



Fig. 12

Prepare the stem:

- Ensure the handlebar clamp is clean and free of debris
- If your stem has a removable faceplate, loosen or remove the bolts to open the clamp
- Apply grease to the faceplate bolt threads



Fig. 13

Insert the handlebar on the stem:

- Position the handlebar and reattach the faceplate, tightening the bolts loosely to hold it in place
- Align the handlebar so the markings are centered in the stem clamp

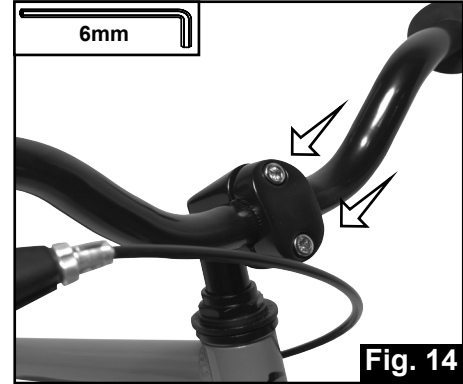


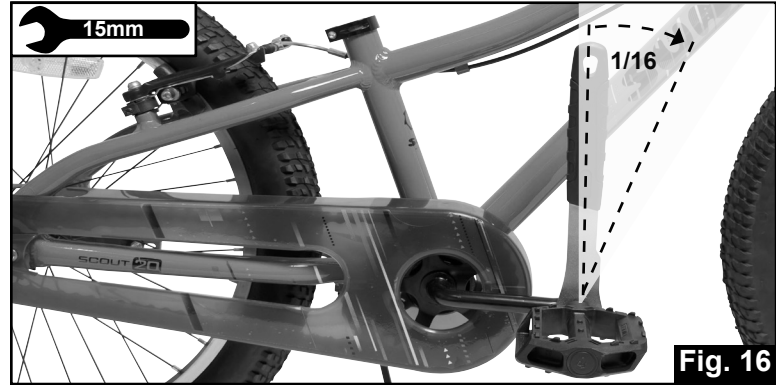
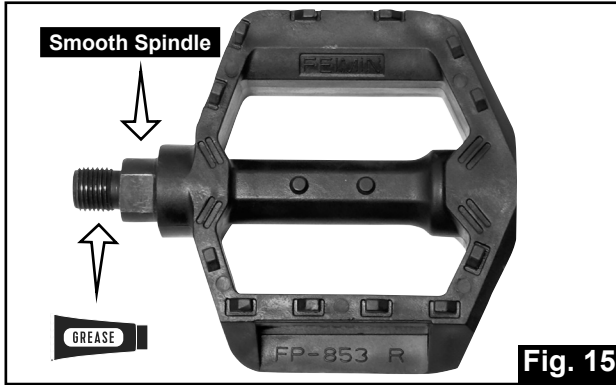
Fig. 14

Align & tighten the handlebar:

- Adjust the angle to a comfortable riding position
- Tighten both bolts evenly to ensure even pressure on the handlebar
- Recommended torque: 12-15 Nm

FINAL CHECK: Confirm the stem is secure and does not twist under force, ensure the handlebars are properly aligned with the front wheel and tightened, and test for any play by applying pressure to the handlebars and rocking the bike back and forth, rechecking the quill bolt if movement is detected, while also ensuring the handlebar does not slip and fine-tuning its angle if necessary for optimal positioning.

INSTALL RIGHT SIDE PEDAL

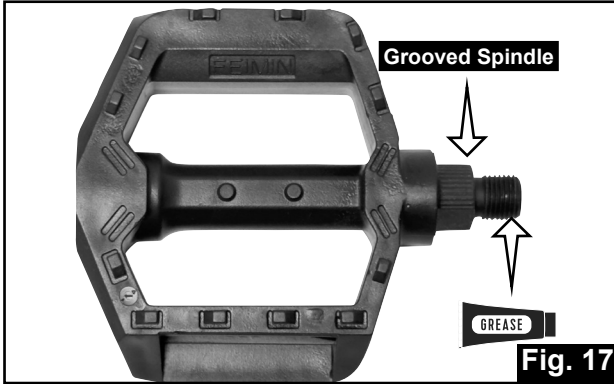


- Identify the right side pedal - Fig. 15
- The right pedal is marked with an “R” sticker
- The right pedal has a smooth spindle
- The right pedal has an “R” stamped on the end of the pedal’s spindle
- The right side has a right-hand thread (installs clockwise, removes counterclockwise)
- The right pedal can only be installed on the right side crank arm (Also known as the drive-side or chain side of the bike)

WARNING: The right and left pedals are not interchangeable.

- Apply bicycle grease to the pedal threads - Fig. 15
- Hold the right pedal with your hand and insert into the right crank arm (clockwise rotation to tighten). Begin by threading it in by hand to ensure it doesn’t cross-thread
- Once threaded correctly, use a pedal wrench or other 15mm wrench to tighten the pedal until it firmly contacts the crank arm and then tighten another 1/16 of a turn (30-40 Nm) - Fig. 16
- The pedal should be tight enough to prevent loosening but not so much that it’s hard to remove later
- If you’re uncertain about the proper pedal tightness, have the pedal tightness checked by a trained mechanic at a bike shop before riding

INSTALL LEFT SIDE PEDAL



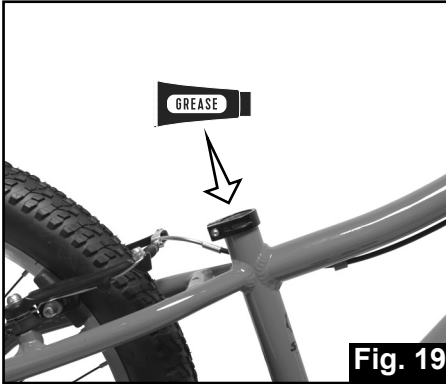
- Identify the left side pedal - Fig. 17
- The left pedal is marked with an "L" sticker
- The left pedal has grooves on the spindle
- The left pedal has an "L" stamped on the end of the pedal's spindle
- The left pedal has a left-hand thread (installs counterclockwise, removes clockwise)
- The left pedal can only be installed on the left side crank arm (Also known as the non-drive side or non-chain side of the bike)

WARNING: The right and left pedals are not interchangeable.



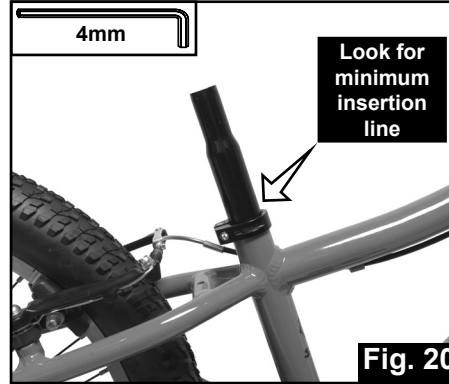
- Apply bicycle grease to the pedal threads - Fig. 17
- Hold the left pedal with your hand and insert into the left crank arm (counterclockwise rotation to tighten). Begin by threading it in by hand to ensure it doesn't cross-thread
- Once threaded correctly, use a pedal wrench or other 15mm wrench to tighten the pedal until it firmly contacts the crank arm and then tighten another 1/16 of a turn (30-40 Nm) - Fig. 18
- The pedal should be tight enough to prevent loosening but not so much that it's hard to remove later
- If you're uncertain about the proper pedal tightness, have the pedal tightness checked by a trained mechanic at a bike shop before riding

INSTALL SEATPOST



Prepare the seat tube:

- Apply a small amount of bicycle grease to the inner surface of the seat tube
- Applying bicycle grease reduces friction for easier seat height adjustment and prevents the seatpost from getting stuck due to friction or corrosion.



Insert the seatpost:

- Insert the seatpost below the Minimum Insertion line to avoid damage and safety risks. If the line is visible, lower the post.
- Tighten (clockwise) the seatpost clamp with a 4mm hex wrench to the recommended torque
- Recommended torque: 4-6 Nm



Attach the saddle to the post:

- Attach the pre-assembled saddle and clamp it onto the seatpost, ensuring it fully seats on the post
- Tighten (clockwise) the seat rail clamp nuts with a 13mm wrench, alternating sides for even pressure to the recommended torque
- Recommended torque: 12-15 Nm

FINAL CHECK: Confirm that the seatpost and saddle are secure by twisting and pulling; if either moves or slips while riding, retighten the seatpost clamp and seat rail clamp.

POSITION SADDLE



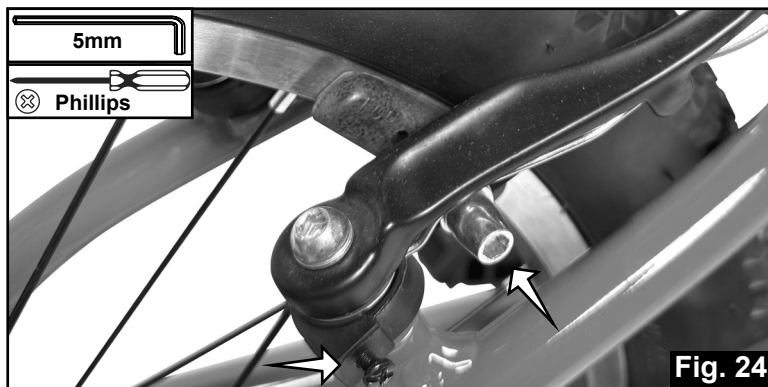
Position the saddle:

- The saddle can be moved fore and aft as well as angled up and down
- Loosen (counterclockwise) the nuts located on both sides of the seat rail clamp with a 13mm wrench
- Position saddle to the desired position and retighten to the recommended torque
- Recommended torque: 12-15 Nm

Positioning tips:

- Positioning the saddle too far forward or too far back on the rails can cause damage to the saddle and the seatpost
- Start with the saddle level with the ground
- Adjust forward or backware in small increments until comfortable

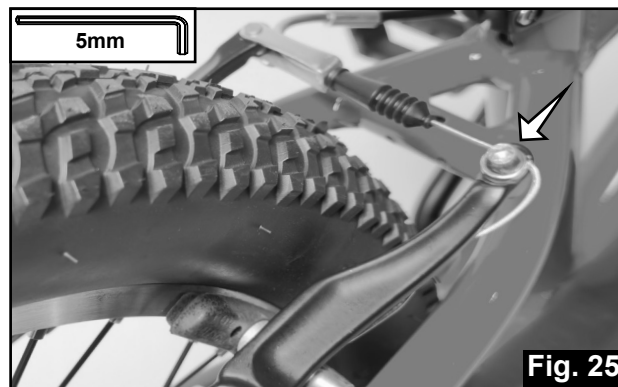
CHECK REAR BRAKE (SCOUT 20 ONLY)



Check the brake pads:

- **Check Alignment** - The pads should contact the rim evenly and fully without touching the tire or sitting too low on the rim
- **Test Pad Contact** - Squeeze the brake lever and ensure both pads hit the rim at the same time. If not, adjust the spring tension screws on the brake arms with a phillips screwdriver. Clockwise adds spring tension, counterclockwise reduces spring tension
- Tighten brake pad bolt with a 5mm wrench
- Recommended torque: 5-7 Nm

FINAL CHECK: Squeeze the brake lever to ensure firm engagement and even pad contact. Check for wheel clearance, secure cable tension (6-8 Nm), and smooth brake arm movement. Adjust spring tension if needed, then spin the wheel and road test for smooth, noise-free stopping without excessive lever travel.



Adjust the brake cable:

- Squeeze the brake lever to check how far it pulls before engaging
- **Adjust cable tension** - Loosen (counterclockwise) the cable anchor bolt with a 5mm hex wrench
- **For tighter brakes** - Pull the cable slightly and retighten cable anchor bolt
- **For looser brakes** - Release some cable and retighten the cable anchor bolt
- Recommended torque: 6-8 Nm

CHECK BRAKE LEVER (SCOUT 20 ONLY)



Position the lever:

- Loosen (counterclockwise) the clamp bolt on the underside of the lever with a 5mm hex wrench
- Position the lever downward at a 30-45° angle from horizontal
- Tighten (clockwise) the clamp bolt on the underside of the lever with a 5mm hex wrench
- Recommended torque: 4-6 Nm



Adjust brake lever reach:

- Turning the brake lever reach adjustment screw clockwise moves the lever closer to the grip, allowing smaller hands to reach it comfortably without overextending their fingers
- Turning the brake lever reach adjustment screw counterclockwise moves the lever farther from the grip, allowing a more comfortable reach for larger hands

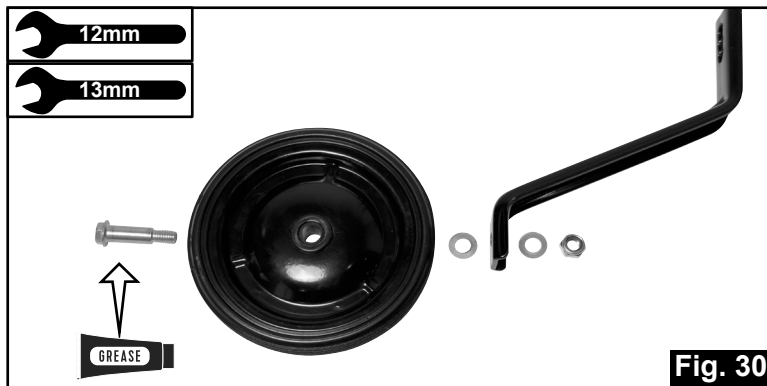
FINAL CHECK: After positioning the lever, ensure it is secure by attempting to rotate it; if it moves, retighten the clamp bolt. After adjusting reach, check brake engagement and fine-tune cable tension using the barrel adjuster or by re-tightening the anchor bolt if needed.

OPTIONAL TRAINING WHEELS INSTALLATION (SCOUT 16 ONLY)



- **Confirm you have everything**
 - Training wheel (2)
 - Training wheel bracket (2)
 - Tabbed washer (2) (**NOTICE:** This washer comes already installed on the Scout 16)
 - Training wheel bolt, nut, and washers assembly (2)

OPTIONAL TRAINING WHEELS INSTALLATION (SCOUT 16 ONLY)



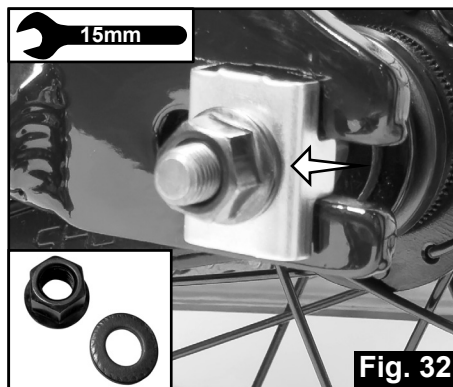
Assemble the wheel to the bracket:

- Lightly apply bicycle grease to smooth surface of the main bolt before sliding the bolt into the wheel
- 1. Slide the main bolt through the wheel
- 2. Slide a flat washer on the backside of the wheel
- 3. Insert the pre-assembled bolt, wheel, and washer into the bracket hole
- 4. Slide the remaining flat washer on the back side of the bracket
- 5. Thread the nut (clockwise onto the axle and tighten with a 12 and 13mm wrench
- Recommended torque: 12-14 Nm

Assembled training wheel bracket:

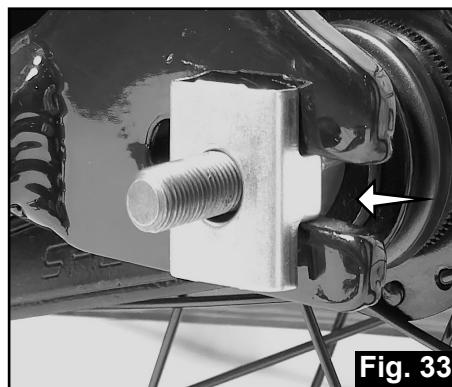
- Assembled training wheel brackets ready to be attached to the bike

OPTIONAL TRAINING WHEELS INSTALLATION (SCOUT 16 ONLY)



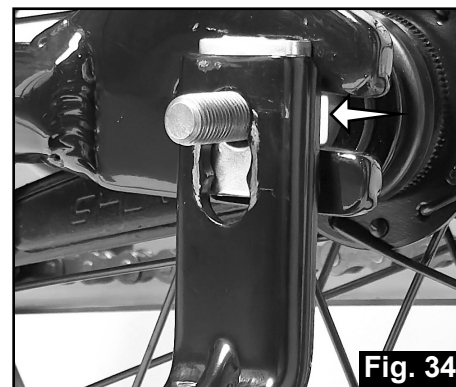
Prepare the axle:

- Remove (counterclockwise) the outer Flanged axle nuts and washers from both side of the rear wheel with a 15mm wrench



Tabbed washer:

- Leave the tabbed washers in place on both sides
- The tabbed washers prevent the training wheels from rotating when in use



Training wheel bracket:

- Slide the training wheel bracket onto the rear axle on each side

NOTICE: The tabbed washers only come installed on the rear wheel for the Scout 16.

OPTIONAL TRAINING WHEELS INSTALLATION (FOR SCOUT 16)

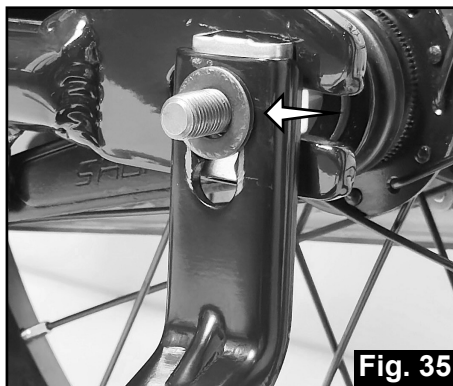


Fig. 35

Flat washer:

- Slide the flat washers onto the axle immediately after the training wheel bracket

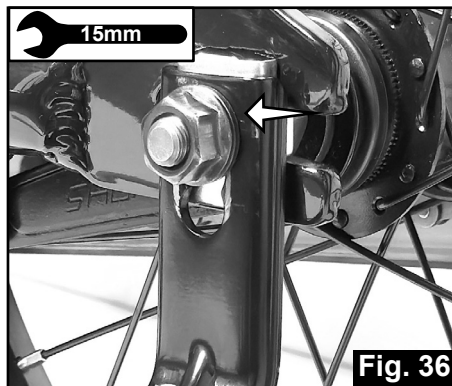


Fig. 36

Flanged axle nut:

- Install the flanged axle nuts onto the axle after the washer by turning (clockwise) with a 15mm wrench
- Recommended torque: 35-45 Nm

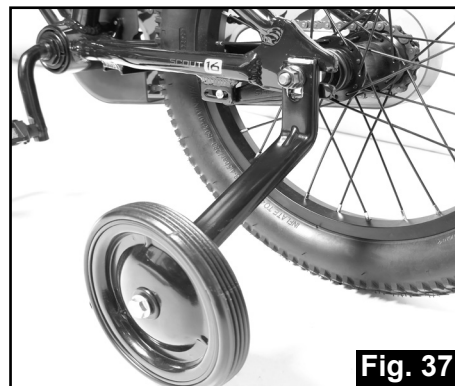


Fig. 37

Adjustment

- Ensure both brackets are positioned evenly so both training wheels sit at the same height
- The training wheels should be 1/4 inch to 1/2 inch (6-12mm) off the ground when the bike is upright

FINAL CHECK: Ensure both training wheels are evenly positioned 1/4 to 1/2 inch (6-12mm) off the ground, securely fastened, and allow the rear wheel to stay centered while providing slight side-to-side support for balance development.

INFLATE TIRES



Fig. 38

Locate the valve:

- Rotate your wheel so the valve is positioned at the 6 O'clock position



Fig. 39

Remove the cap:

- Remove the valve cap by turning it counterclockwise



Fig. 40

Inflate the tire:

- Attach pump head and inflate to the recommended tire pressure
- Remove pump head
- Replace the valve cap
- Recommended tire pressure: 40-65 PSI

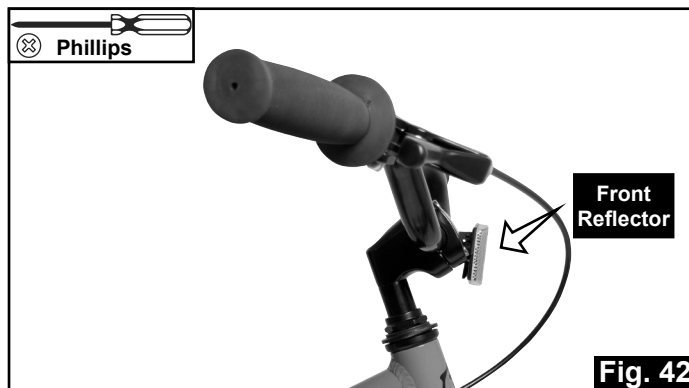
FINAL CHECK: Use a gauge to make sure your tires are properly inflated—too soft can cause flats, and too hard can make the ride rough. Follow the PSI range on the tire: higher for pavement, mid-range for mixed terrain, and lower for wet or loose surfaces for better grip. Press the tires to ensure they feel firm but not rock-hard. Spin the wheels to check for smooth movement, and listen for air leaks, adjusting as needed for a safe and comfortable ride.

CHECK / INSTALL REFLECTORS



Install red seatpost mounted reflector:

- Open the clamp and position it around the seat post and secure in place with a phillips screwdriver
- Align the reflector so it is facing directly backward and perpendicular to the ground for maximum visibility
- Place it high enough on the seat post so it is not blocked by the rear wheel or fender



Install white handlebar mounted reflector:

- Open the clamp and position it around the handlebar, left of the stem and secure in place with a phillips screwdriver
- Align the reflector so it is facing directly forward and perpendicular to the ground for maximum visibility

FINAL CHECK: Ensure the white front reflector is properly attached and facing forward, the red rear reflector is properly attached and facing backward, and both pre-installed wheel reflectors are evenly positioned for side visibility. Verify that the pre-installed yellow pedal reflectors are facing forward and backward, check that all reflectors are tightly secured and do not shift, and perform a visibility test by shining a light from different angles to confirm proper reflection.

SAFETY CHECK

ATTENTION!

Before your first ride and before each subsequent ride, perform the safety check below as well as any additional verifications outlined in the Owner's Manual to ensure your bicycle is safe to ride. Failure to do so could result in serious injury.

- **Fastener Check** Ensure all fasteners, including nuts, bolts, and screws, are appropriately tightened for the seatpost, stem, and handlebar. Check their tightness by securing the bike between your legs and attempting to twist, push, and pull the handlebar and saddle. If any component moves, realign it, increase bolt tension, and repeat until there is no movement
- **Seatpost & Saddle Adjustment** Adjust the seatpost to the correct height for comfortable riding, ensuring it is inserted below the minimum insertion line and securely tightened.
- **Wheels & Tires** Check that both wheels spin freely without wobbling and are centered in the frame, with axle nuts securely fastened. Maintain proper tire pressure by inflating them to the recommended PSI using an accurate gauge, and if unsure about alignment or pressure, refer to the Sun Bicycles Owner's Manual or consult a Sun Bicycles Retailer.
- **Chain & Drivetrain** Ensure the chain is clean, lubricated, and properly tensioned, with the rear cog and chainring securely fastened and free from excessive wear.
- **Coaster Brake Functionality** Test the coaster brake by pedaling forward and then backpedaling firmly to ensure it engages smoothly without delay or grinding. If the brake feels weak or slips, check that the rear wheel is properly aligned and securely fastened in the dropouts, and if unsure about the brake's performance, seek help from a Sun Bicycles Retailer.
- **Hand Brake Functionality** Squeeze the brake lever to ensure firm engagement without excessive travel, check that pads contact the rim evenly without rubbing, confirm cable and anchor bolt(ss) are securely tightened, verify brake arms return evenly, and perform a low-speed test for smooth stopping. If the brake feels weak or slips, and if unsure about the brake's performance, seek help from a Sun Bicycles Retailer.

SAFETY CHECK

ATTENTION!

Performing this safety check regularly will help ensure a safe and enjoyable ride.



DEALER STAMP



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Rev. 022525