

# VERMEIREN

## Carpo 3, Carpo 4

INSTALLATION MANUAL







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## Preface

To support you on the installation and repairs of this scooter, we provide you with this installation manual. Please read it carefully. If you still have questions after reading this manual, do not hesitate to contact Vermeiren.

### **Important note**

Pictures of the product are used to clarify the instructions. Details of the shown product may deviate from your product.

### **Available information**

**On our website <http://www.vermeiren.com/> you will always find the most recent version of the information described in this manual. Please consult this website regularly for possible updates.**

Visually impaired people can download the electronic version of this manual and have it read out by means of a text-to-speech software application.



User manual  
For user and specialist dealer



Installation instructions (Instructions for detail adjustments and (dis)assembly)  
For specialist dealer



Service manual for scooters  
For specialist dealer



EC declaration of conformity

# 1 This product

Carpo 3, Carpo 3D



1. Headrest
2. Backrest
3. Armrest / Armpad
4. Seat
5. Rear wheel
6. Footplate
7. Front wheel
8. Front light
9. Indicator lights
10. Rearview mirror
11. Handgrips
12. Basket
13. Freewheel lever

Carpo 4, Carpo 4D



14. Rear lights
15. Antitipping plate
16. Identification plate



## 2 Scope of delivery

The following items are part of the delivery:

- Frame with armrests, steering unit, rear and front wheels
- Footplate
- Seat + backrest
- Batteries (2x), motor
- Basket
- Accessories
- Manual

Before use, check if everything is included and that no products are damaged.

Please note that the basic configuration may differ in different countries. Contact your specialist dealer.

## 3 Assembly and adjustments

**CAUTION**

Risk of injuries or damage

- The scooter needs to be (dis)assembled and adjusted by a specialist dealer according to the instructions in this chapter.
- Only use parts and tools described in this manual.
- Prevent bystanders from accessing the (dis)assembling area.
- Keep the (dis)assembling area clean and tidy, to prevent falling.
- Collect all small parts in a box or bag.
- While (dis)assembling and operating the scooter, make sure no objects or body parts get caught between moving parts. In particular, pay attention to the position of the cables.
- Turn the scooter off before you perform any mechanical adjustments and make sure that the free-wheel lever is in braking position.
- Make sure all screws are firmly secured before driving.
- Software changes are only allowed if executed by skilled personnel, taking into account the user and environment (stability, acceleration, indoor/outdoor, etc.).

### **i** Important remarks

- Read the user manual of this scooter.
- Be aware of the technical details and limits of intended use; see the user manual.
- For more information, contact Vermeiren.

### 3.1 Tools

To set up the scooter, the following tools are needed:

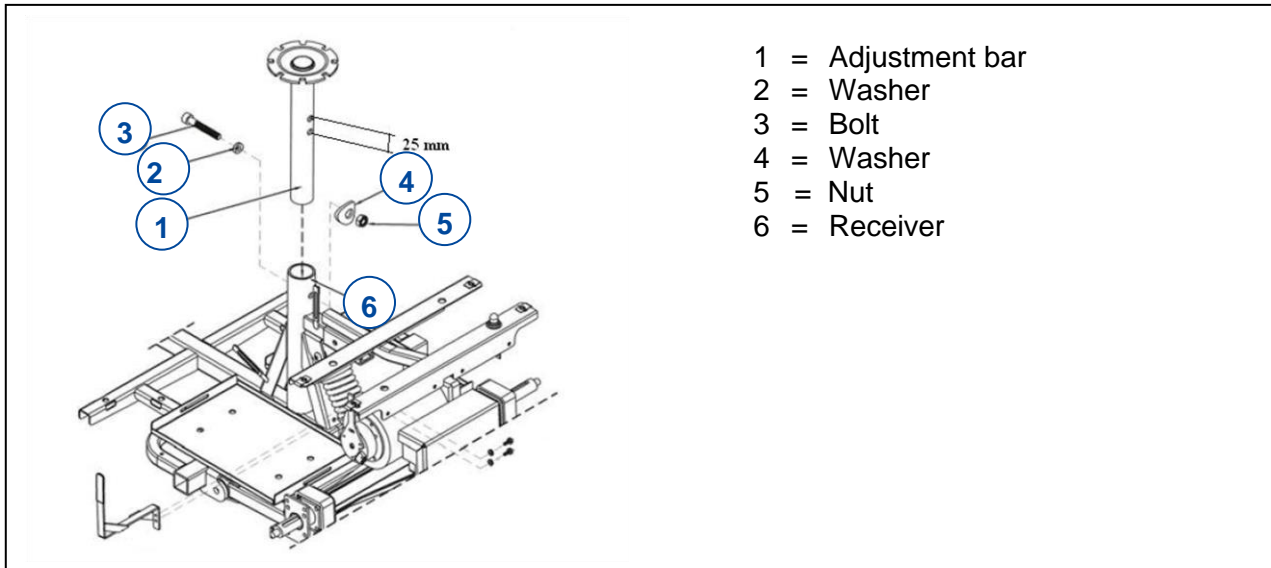
- Wrench set n° 13, 17
- Allen keyset n° 6, 8

## 3.2 Adjusting the scooter to the user

### 3.2.1 Seat height adjustment

The seat can be adjusted in 2 different seat heights (distance: 25 mm).

1. Remove the seat.
2. Remove the bolt (3) and nut (5).
3. Move the adjustment bar (1) upwards/downwards in the receiver (6), and place in a comfortable seat height.
4. Retighten the adjustment bar (1) with the bolt (3) and nut (5).
5. Replace the seat.
6. Make sure that the seat is locked securely.



## 3.3 Changing the batteries


 CAUTION Risk of injuries and damage

- The batteries must only be replaced by trained personnel
- Do not come into contact with the acid from the batteries.
- Replace the batteries in a well-ventilated room.
- Make sure that the ventilation holes of the battery housing are free from any contaminations.
- First read the charging instructions in the user manual before charging the batteries.

**i** Always change both batteries at the same moment to prevent rapid degeneration.

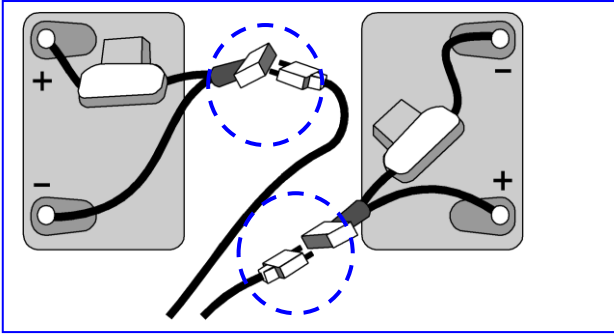
The wiring and charger are well-situated in the scooter. Do not attempt to relocate the wiring by yourself. The improper installation of the wiring may result in pinched wires between the battery box, which cause failure to the electronic system of your scooter.

Make sure that the battery cables are connected to the right battery.

 WARNING Risk of injury

- Make sure that all movable parts are assembled properly.



**To disassemble:**

- Switch the scooter off.
- Remove the seat (see user manual).
- Lift off the rear plastic cover of the batteries.
- Loosen the straps used to keep the batteries in place.
- Unplug all battery plugs (not the pole connectors) and all cable plug- and socket connections.
- Lift the batteries out.

**To reassemble:**

- Put the batteries back in and connect to the battery plugs (plugs of the same color go together).
- Check that the cables are installed properly and replace both batteries together.
- Use the straps to fasten the batteries in such a way that they will not move, even during drives.
- Mount the rear plastic cover over the batteries.
- Mount the seat (see user manual).

### 3.4 Tyre changing

 CAUTION Risk of injuries and damage

- Make sure that all air is released from the tyre, before removing it.
- Make sure that no body parts, the inner tube nor any other objects are pinched between tyre and rim.
- Handle carefully to prevent damage to the rim.
- Make sure that the tyre pressure is correct, see the pressure indication on the tyres.
- Inflate the tyre using inflating equipment which complies to regulations and with a pressure indication in “bar”.
- Make sure all screws are firmly secured by hand before driving with the scooter. Screw adhesive (ex. Loctite) should be applied to the screws on the flange. Screw adhesive will only work if the thread is free of grease and particles.

#### 3.4.1 Front tyre Carpo 3, Carpo 3D

**DISMANTLING**

1. Unscrew and remove the middle screw that attaches the tyre to the front fork of the scooter.
2. Let the air out of the wheel by lightly pressing the pressure pin on the valve.
3. Unscrew the 4 screws of the rim. Separate the rim sides.

**ASSEMBLY**

1. Insert the partly-filled inner tube into the tyre.
2. Connect the two sides of the rim on the tyres and fasten them again with the 4 screws.
3. Put the air valve through the hole in the rim.
4. Put the wheel and flange back on the front fork of the scooter and secure this connection with the middle screw. Inflate the wheel to the recommended tyre pressure.

Check all around on both sides that the tube is not pinched between the rim and the edge of the tyre. Lightly push the air valve inwards and pull it out again to make sure that the tyre is positioned properly in the region of the air valve.



### 3.4.2 Rear tyre Carpo 3, Carpo 3D ; all tyres Carpo 4, Carpo 4D

#### **DISMANTLING**

1. Unscrew and remove the 4 screws that attach the wheel to the flange.
2. Let the air out of the wheel by lightly pressing the pressure pin on the valve.
3. Unscrew the 5 screws of the rim. Separate the rim sides.

#### **ASSEMBLY**

1. Insert the partly-filled inner tube into the tyre.
2. Connect the two sides of the rim on the tyres and fasten them again with the 5 screws.
3. Put the valve through the hole in the rim.
4. Put the wheel back on the flange and secure this connection with the 4 screws. Inflate the wheel to the recommended tyre pressure.

Check all around on both sides that the tube is not pinched between the rim and the edge of the tyre. Lightly push the air valve inwards and pull it out again to make sure that the tyre is positioned properly in the region of the air valve.





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### **Instructions for specialist dealer**

This instruction manual is part and parcel of the product and must accompany every product sold.

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Basic UDI: 5415174 122124Carpo 3 GP  
5415174 122124Carpo 4 GR

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