

Xiamen Rizheng Industry Co.,Ltd

Soccer Ball Pen Kits Assembly Instructions

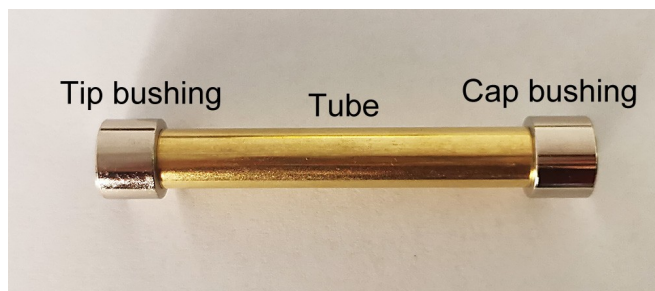
REQUIRED ACCESSORIES

- 7mm Pen Mandrel
- 3/8" Drill Bit RZ-DB3/8
- 2-piece bushing set RZ-BP414#-BU
- Barrel Trimming set(3/8 shaft RZ-PM013)
- Glue (Thick CA or Epoxy)



PREPARING THE BLANKS

- Cut a blank to the length of the tube and add 1/16" for squaring off.
- Drill 3/8" center hole lengthwise through the blank.
- Glue the brass tube in the blank. Spread the glue on the tube. Insert into the blank with a twisting motion to spread the glue evenly inside. Center the tube lengthwise in the blank. Allow it to dry.
- After the glue dries, use a 3/8" Barrel Trimmer to square the ends of the blank flush with the ends of the brass tube



TURNING THE BLANK

- Place spacer bushings onto the pen mandrel. Slide an end bushing onto the mandrel, wide end first. Insert the blank and follow with the second bushing (narrow end first). Add additional spacer bushings to close the space to the threads on the mandrel. Thread the lock nut onto the mandrel hand-tight. Bring the tailstock in snug with the mandrel. Do not overtighten – this could damage the pen mandrel. Lock the nut and the tailstock in place.
- Turn the blanks down close to the bushings located at the ends of the blanks. Sand the blanks down to the bushings.
- Finish the barrel with your choice of polish. Allow sufficient time for the polish to cure. Refer to polish instructions.

DIAGRAM A



ASSEMBLY

- Press the tip holder into either end of the barrel.
- Press the cap coupler with the cap ring and clip into the opposite end of the barrel.
- Place the spring over the refill tip, then insert the refill into the opening at the top of the pen, then screw the tip.
- Screw the twist mechanism over the refill.
- Place the cap over the exposed end of the mechanism and press in.
- The pen is ready to operate. Just twist the cap from one position to another to extend or retract the refill
- To change the refill, unscrew the twist mechanism.