

AdvenChair Quick Guide

Spring 2021

Assembling the AdvenChair after Transport

1. Unfold the seat by pulling up and back on the seatback.
2. Insert the handlebar support tubes into the steering tubes and secure with the detent pins in each tube.
3. Install the main wheels
 - a. Tip the chair onto its front.
 - b. Place each wheel in position with the brake rotor in the brake caliper slot and the wheel hubs in their dropouts.
 - c. Slide the axle through the axle dropouts and the hub; screw the axle tight with a 6mm hex wrench.
4. Lower the casters
 - a. Tip the chair on its back.
 - b. Pull the yellow pins from each caster, rotate each caster down and pin them in place.
5. Position the footrest.
 - a. Tip the chair upright, on its wheels and casters.
 - b. Unpin the footrest assembly by pulling the red pins and the footrest tray by pulling the blue pins.
 - c. Rotate the footrest assembly down and pin both sides with the red pins in the desired position. There are three holes, for different angles.
 - d. Position the footrest tray in the desired position and pin both sides with the blue pins.

Install the Forward Beam/Front Wheel

1. Reverse the front wheel to take the weight off the forward beam.
2. Make sure the ratchet handles on both the clamp blocks are loose and the white detent pin is not inserted through the rear clamp.
3. Slide the rear, round end of the forward beam into the two round clamp blocks above the standard foot rest.
4. Insert the white detent pin through the rear bracket and forward beam. The forward beam may need to be rotated so the white detent pin will fit through its hole. The clamps should remain loose at this step.
5. Tighten both clamps with the ratchet handles and turn the front wheel into rolling position to take weight off the caster wheels.
6. Raise the casters by pulling the yellow pins from the caster assemblies, rotating the casters up, and re-pinning them.

Adjust the Footrest

1. **Angle of the footrest assembly:** Pull the red pin on both sides, choose the angle most comfortable for the rider, and re-pin both sides in one of the three holes. Taller riders will need the footrest angled farther forward.
2. **Height of the footrest assembly:** Pull the green detent pins from the tubes on both sides, raise or lower the footrest assembly to a comfortable height, and re-pin both sides.
3. **Angle of the footrest tray:** Pull the blue detent pins on each side of the footrest tray. Rotate the footrest tray to a comfortable angle and repin the blue pins through one of the three holes on each side.

Adjust the Seat Position (front and back)

1. Unclamp the seat position ratchet handles under both sides of the seat.
2. Slide the seat forward or back to a comfortable position and clamp the ratchet handles.

Adjust the Angle (dump) of the Seat Base

1. Loosen the seat angle ratchet handles under the back of the seat on both sides one half to one full turn.
2. On each side of the chair, pull the round spring plunger out and turn it 90 degrees to disengage. If the rider is in the seat, the spring plunger may be tight. In this case lift the blue webbing strap at the top of the seat back to unbind the spring plungers, after which the spring clamps can be pulled out and disengaged.
3. Adjust the seat to a comfortable angle by pulling on the blue web strap on the top of the seat back.
4. Re-engage the spring plungers by turning them back 90 degrees. Then make minor adjustments to the seat angle by using the blue webbing strap at the top of the seat back to rock the seat up and down gently until the pins click into the desired adjustment holes. This may require fitting one side and then matching the other side.
5. Tighten the ratchet handles on both sides.

Adjust the Angle of the Seat Back

1. To tilt the seat back further back, lengthen the side straps by pulling out on the gray portion of the buckle and sliding the strap through the buckle.
2. To raise the seat back to a more upright position, pull the black lever portion of the lever as many times as necessary to get the right position.
3. Make sure the straps are adjusted to the same length on both sides..

Adjust the Height of the Armrests

1. Pull and hold the spring plunger under the armrest to disengage it.
2. Raise or lower the armrest
3. Release the spring plunger to re-engage it into one of the adjustment holes.

Adjust the Upper Footrest (optional component)

1. **Upper footrest position:** Loosen the ratchet handles on both sides of the front of the upper footrest assembly, slide the upper footrest forward or back to the desired position and clamp it in place with the two ratchet handles.
2. **Upper footrest angle:** Loosen the ratchet handles just below the center of the upper footrest on both sides; pull the pins just in front of those ratchet handles; rotate the upper footrest to an angle comfortable for the rider; insert the pins; and tighten the ratchet handles. There is no button to push to release these pins.

Handlebar Adjustment for the Driver:

To raise or lower the handle bar, pull the detent pins on both the steering tubes directly below the handlebars and slide the handle bar up or down. Re-pin at the desired height.

Attach Towing Poles to the Lead Mule (optional component)

1. Screw the poles together—each arm has two sections. The arms are connected by a swivel fitting.
2. To attach the poles to the side of the harness, put the eye bolt at the end of the pole over the webbing loop at the widest point of your hip and slide the carabiner through the webbing loop to secure the poles and minimize slop.
3. Pull the detent pin on the top of the forward beam, insert the towing pole swivel fitting, and insert the pin, attaching the towing poles to the top of the forward beam.
4. Buckle the lead mule into the towing harness.

Disassemble the AdvenChair for Transport (do only what is necessary for your vehicle)

1. **Remove the forward beam**
 - a. Lower the casters by pulling the yellow detent pins, rotating the casters down and re-pinning them.
 - b. Rotate the front wheel forward to take the weight off the front wheel.
 - c. Use the ratchet handles to loosen the two clamp blocks just behind the footrest.
 - d. Pull the white detent pin from the forward beam, just in back of the footrest.
 - e. Pull the forward beam out of the clamp blocks.
 - f. Repin the white detent pin to keep it secure.
2. **Remove the main wheels**
 - a. Tip the AdvenChair on its front.
 - b. Remove the axles with the 6mm hex wrench.
 - c. Pull the main wheels down and away from the AdvenChair.
 - d. Screw the axles back into the dropouts to prevent loss and protect their threads.
3. **Raise the footrest**
 - a. Pull the red detent pins from the top of the footrest assembly and the blue detent pins from both sides of the footrest tray.
 - b. Rotate the footrest assembly and pin it in place with the red detent pins.
 - c. Pin the footrest assembly in place next to the seat bucket with the blue detent pins.
4. **Raise the casters**
 - a. Pull the yellow pins from the casters.
 - b. Rotate the casters straight up and repin them in place with the yellow pins
5. **Remove the handlebars**
 - a. Remove the detents on both steering tubes, directly below the handlebars.
 - b. Lift the handlebar support tubes out of the lower steering tubes and put them down between the steering tubes and the seat back.
 - c. Repin the detent pins through the lower steering tubes to keep them secure.

Transporting the AdvenChair

1. Tie the AdvenChair down to prevent it from moving inside the vehicle.
2. If the rider is in the AdvenChair during transit
 - a. Attach the vehicle mounted tie-down straps (e.g. QStraints) to the AdvenChair frame, not the wheels.
 - b. Secure the rider in the AdvenChair with both the seatbelt and chest strap.