














12-Point Scooter Inspections

Item		ST	AT	Inspect for	If failed
1-Brakes				Brakes stop scooter quickly and easily	Adjust brake cable or brake drum set screw
				Parking brakes lock and keep scooter in place	Adjust brake cable or brake drum set screw
2-Handlebar clamp				Functional	Grease or replace
				Missing	Fail inspection
3-Handlebar star bolt				Functional	Grease or replace
				Missing	Fail inspection
4-Basket				Bent out of shape or missing handle	Bend into shape, can be used w/o handle
				Missing or obvious destruction/unusable	Fail inspection
5-Handlebar				Grips are tight	Push grip on tightly or remove w/alcohol and superglue
				Bent	Bend back into shape
				In lowest position	Adjust handlebar to lowest position
6-Handlebar base				Handlebar base is tight	Hand tighten bushing then tightened large bolt
				Bolts are tight	Use two 5mm allen wrenches to tighten bolts at base
				Lever works	Adjust lever so that it tightens and untightens easily
				Safety bolt at bottom	Is tight
7-Seat pad cover				Soiled, ripped or flattened/uncomfortable	Clean or replace
				Missing	Fail inspection
8-Seat pad				Ripped or flattened/uncomfortable	Clean or replace
				Obvious destruction	Fail inspection
9-Seat post clamp				Functional	Grease or replace
				Missing	Fail inspection
10-Seat post pin				In lowest position	Adjust seat to lowest position
				Missing	Fail inspection
11S-Standard wheel				Test on flat surface for smooth ride	Replace wheel
				Hair around bearing	Remove hair
11A-All terrain wheel				Tire thread	Replace tire
				28 PSI	Fill to 28 PSI, recheck in 24 hrs
12-Knee scooter				Scooter not onsite, SMS returned by customer	Fail inspection
				Scooter onsite, not SMS returned by customer	Stop order then inspect