

## Xiamen Rizheng Industry Co.,Ltd

### Handy Pen Kits Assembly Instructions

#### Required Accessories:

- 7mm Pen Mandrel
- Drill Bit 8mm RZ-DB008
- Bushing set(2 pc) RZ-BP259#-BU
- 8mm Barrel Trimming set RZ-PM012
- 2 Part Epoxy Glue
- Pen Blank: Minimum Size - 3/4" x 4" Long

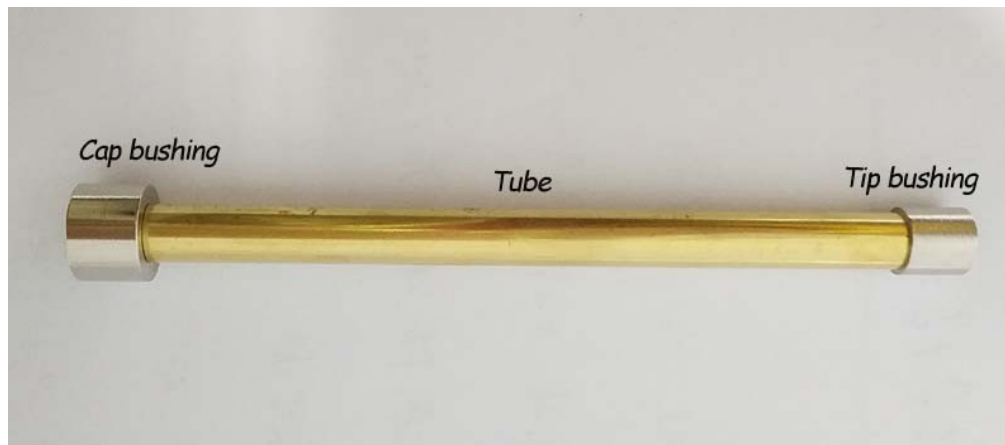


#### Preparing the Blank:

- Cut min 5/8" sq blank to length of tube(s) and add 1/16" for squaring off.
- Drill a 8mm hole lengthwise through the blank.
- Spread glue over the tube, insert into the blank with a twisting motion to spread the glue evenly inside.

Center the tubes lengthwise inside the blanks.

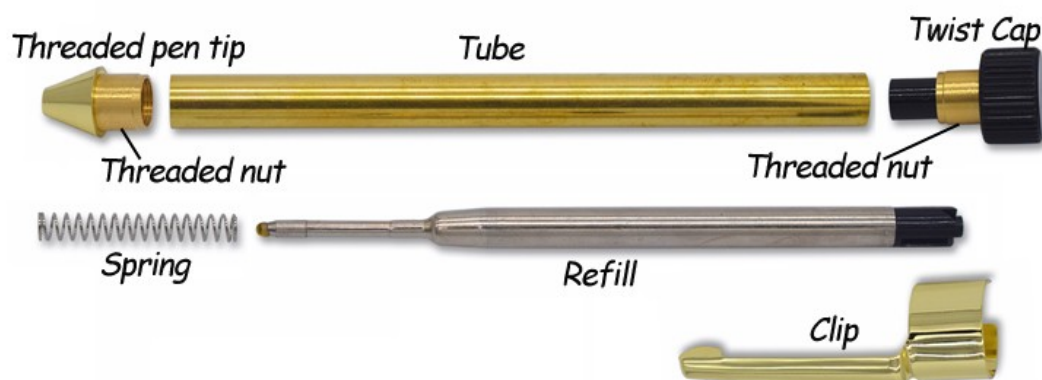
- When the glue is dry, square the ends of the blanks. Use a 8mm barrel trimmer shaft, or a universal pen blank squaring jig with a power disc sander. Take the excess material down flush with the ends of the brass tube. (Do not trim beyond the length of the tube since this may interfere with operation of the mechanism and assembly. Use a barrel trimmer to clean the inside of the tube.



#### Turning the Blank

- Mount the bushings and blanks according to diagram above.
- Thread on the knurled nut and hand tighten to hold all components in place.
- Slide the tailstock up snugly against the mandrel shaft inserting the live center point into the mandrel dimple, lock in place.

- Hand tighten the quill adjustment to firm up the mandrel. (DO NOT overtighten, it could damage the mandrel.
- Using sharp tools, turn the blank down close to the bushing diameter. Turn the barrel (straight or to a profile of your choice)
- Clip - Mark 3/8" from the top of the blank. Turn a slot for the clip as shown about 3/8" wide x 1/16" deep.
- Sand the blank down to be flush with the bushings gradually increasing the sandpaper grits.
- Finish the barrel with your choice of polish. Allow sufficient time for the polish to cure. refer to polish instructions.



## Pen Assembly

NOTE: Layout Finished parts according to Diagram above

- Press the threaded nut, recessed end in first into each end of the barrel.
- Screw on the pen tip into the opening at the narrow end.
- Affix the spring over the refill. Drop into the opening at the opposite end of the barrel.
- Screw in the pen cap over the refill.
- Affix the clip onto the slot groove on the barrel.
- The pen is ready to use by twisting the cap to advance or retract the refill.