

## ASSEMBLY INSTRUCTIONS

### For TRADITIONAL ROLLERBALL & FOUNTAIN PENS

#### Required Accessories:

- 7mm pen mandrel
- 3piece Bushing Set RZ-TRBushings
- 10mm Drill Bit
- Universal Barrel Trimmer
- 2 part epoxy glue or instacure glue (cyanoacrylate)

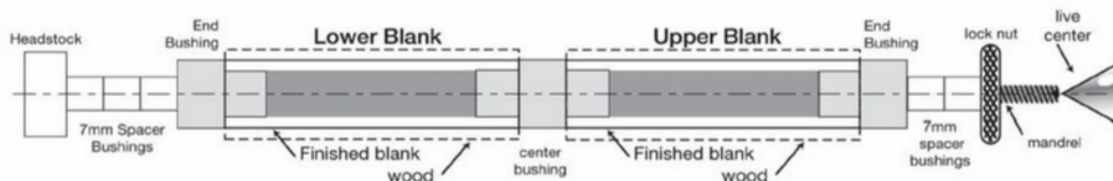
#### Preparing the Blanks:

- Use a 5/8" square stock. Cut blanks to the length of the tube, adding 1/16" for trim.
- Drill a centered hole lengthwise through each blank.
- Use epoxy or a gap filling cyanoacrylate (super glue), to glue the tube into the blank. Coat the outside of the tube with epoxy and insert the tube into the blank with a twisting motion to spread the glue until flush. Allow it to dry.
- With a barrel trimmer, square the ends of the blanks to the tubes.

#### Turning the Blanks:

- Slide 7mm spacer bushings onto the mandrel shaft, followed by the end bushing, wide end in first. Slide on the lower blank. Next, add the center bushing, narrow end first. Place the upper blank followed by the end bushing, smaller diameter in first. Add additional spacer bushings as necessary to reach the mandrel threads.
- Thread on the locknut hand tight. Bring the tailstock in snug to the mandrel, lock in place. Tighten the lock nut for turning.
- DO NOT over tighten the locknut, it could damage the mandrel.
- Turn the barrels close to the bushing diameter with sharp tools; sand the barrels to match the bushing diameter.
- Finish the wood with your choice of polish

DIAGRAM B / Turning the Blanks



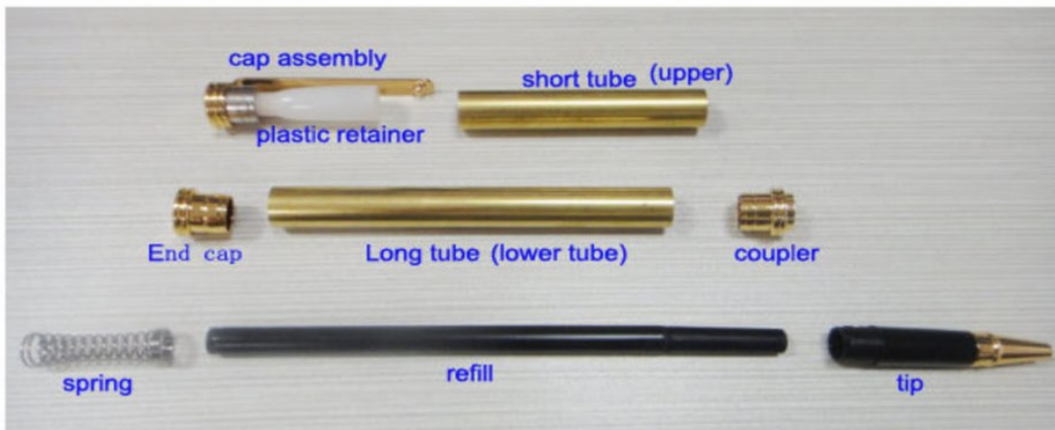
#### GENERAL ASSEMBLY

- NOTE: Line up the components according to the DIAGRAMC-1 (Roller Ball) or DIAGRAM C-2(Fountain Pen).
- Cut out a small notch in the wooden blank to match the notch in the brass sleeve. To remove wood over the notch, cut the blank using a sharp utility knife or exacto knife.

## ROLLER BALL PEN ASSEMBLY (DIAGRAM C-1)

- 1 Press the end cap and threaded coupling into the opposite end of the long tube
2. Insert spring and refill and screw on the tip.
3. Cut out a small notch in the upper wood barrel to match the notch on the upper brass sleeve. Use a cut mill file or a sharp utility knife.
- 4 Line up cap/clip assembly with notched sleeve making sure that the clip is aligned with the notch in the wood.
5. Slide the plastic retainer inside the top barrel closed end first.
- 6 Adjust closing the pen for a tight fit by inserting a sharp screw driver and turning the plastic retainer to the left or to the right.

### (DIAGRAM C-1)



## FOUNTAIN PEN ASSEMBLY (DIAGRAM C-2)

1. Press the end cap and threaded coupling into the opposite end of the long tube
2. Screw fountain tip into coupling.
3. Line up cap/clip unit with shorter sleeve making sure that the clip is aligned with the notch in the wood.
4. Cut out a small notch in the upper wood barrel to match the notch on the upper brass sleeve. Use a sharp utility knife.
5. Slide the plastic pen top retainer inside the top sleeve closed end first.
6. Adjust closing the pen for a tight fit by inserting a sharp screw driver and turning the plastic retainer to the left or to the right.
7. Insert ink cartridge into the tip assembly and squeeze the cartridge lightly to advance the ink to the nib.

### (DIAGRAM C-2)

