

EVERYDAY ELECTRIC

Owners Instructions and Safety Manual EasyHaul Cargo E-Bike

Available in:



Visit our Everyday Bicycles YouTube channel for technical support videos, product reviews and assembly instructions.



youtube.com/@everydaybicycles

INTRODUCTION

If there is one thing we could all agree on, it's that riding a bike should be fun. Not painful. Not work. Not something to be thought of with a deep sigh and a "well, if I HAVE to" grumble. Fun, like when you were a kid and getting on your bike meant you were free from the risk of getting asked to do the chores or your homework.

And now, thanks to technology, we are able to offer you an even easier way to ride. Your e-bike is powered by a 48v lithium-ion battery that drives a 350w rear hub motor, assisting each pedal stroke with 5 different levels of pedal assist. Even better, it folds up so it can be tucked away into a trunk, a locker or whatever those hide-away places are called on a boat!

We're going to help you track down the fun you forgot you had on a bike, from way back when. It's been lost for way too long.

MANUAL SECTIONS

- 1: Getting to Know Your New E-bike
- 2: Assembly
- 3: LED Display Controls
- 4: Battery Charging and Care
- 5: Bicycle Care and Maintenance
- 6: Warnings and Safe Usage Instructions
- 7: Warranty

To register your Everyday E-Bike, please visit us at www.everydaybicycles.ca and register in the Support page. You can find your unique serial number laser engraved on the rear hub of the bicycle. To register your battery key along with your bicycle, add the key number to the Comments section.



REGISTER



WATCH

Check out our YouTube channel for assembly videos and technical help.



JOIN US

Connect with us and join the Fun Revolution!

SECTION 1: GETTING TO KNOW YOUR E-BIKE

1.	Front Wheel Assembly	14.	Chain
2.	Front Disc Brake Rotor	15.	Battery
3.	Front Disc Brake Caliper	16.	Lower Seat Post
4.	Front Fork	17.	Upper Seat Post
5.	Front Fender	18.	Saddle
6.	Front LED Headlight	19.	Rear Cargo Rack
7.	Everyday Easy Basket Front Mounting Bolts	20.	Everyday Easy Basket Rear Mounting Bolts
8.	Lower Stem Clamp	21.	Rear Light
9.	Handlebar Assembly	22.	Rear Fender
10.	Accessory Mounting Bolts	23.	Rear Wheel and Motor
11.	Pedals	24.	Rear Derailleur
12.	Crankset	25.	Rear Disc Brake Caliper
13.	Chain Tensioner	26.	Rear Disc Brake Rotor



SECTION 1: GETTING TO KNOW YOUR E-BIKE

1.	Left Grip/Front Brake Lever	7.	Lower Stem Clamp
2.	LED Display Controller	8.	Gear Shifter
3.	Bell	9.	Throttle
4.	Handlebar	10.	Right Grip/Rear Brake Lever
5.	LED Display	11.	Battery Charger
6.	Lower Stem	12.	Tool Kit



The LED display is **Waterproof IPX6-rated**, which means that it will repel a significant, sustained rainstorm without any issues.

EVERYDAY BICYCLES SERVICE HOURS

9am-4pm EST Monday to Friday: Access service manuals and other documents at www.everydaybicycles.ca

Toll Free: 855.249.1471 / service@everydaybicycles.com
Tel: 416.479.0917 / Fax: 416.479.0841

**DO NOT TAKE THIS PRODUCT
BACK TO THE STORE. PLEASE
CONTACT US FIRST.**

SECTION 2: ASSEMBLY

There are a few assembly steps to getting your new Everyday electric bicycle built up and ready to safely ride. All of these are covered in detail in the following sections, but in general, you will need to unfold the lower handlebar assembly and attach the upper handlebar assembly into it. Then, attach the front wheel, then install the fender, light, display, pedals and insert the saddle with seat post assembly into the seat post tube.

If you have any concerns about any of these steps, or have any questions, please contact us at service@everydaybicycles.com or at 855-249-1471.

SECTION 2.1: ATTACHING THE HANDLEBAR

Pull the lower handlebar assembly to its upright position and lock the lower clamp (1). Using the supplied tool, unscrew the 4 stem faceplate bolts that are shipped inserted into the stem faceplate, and remove the faceplate. Using the knurling on the handlebar as a guide to making sure it is centred, place the handlebar into the handlebar stem, and lightly screw the 4 bolts into the faceplate. To tighten the bolts, use the alternating star pattern shown below, only tightening 1 turn at a time (2). Once there is more tension on the bolt, tighten at a quarter turn per bolt to allow the faceplate to sit flush on all corners. This will also avoid stripping bolt threads by overtightening. Do not overtighten the bolts.



SECTION 2.2: INSTALLING THE FRONT WHEEL ASSEMBLY

Before installing the front wheel, locate the disc brake spacer tab, and remove it from the caliper (3). Loosen the axle nuts on both sides of the axle so that there is space for the fork dropouts to sit on the axle. Move the safety washer to the nut side of the fork. Position the front wheel between the fork legs, and lift the front of the bike up to make it easier to align the disk brake rotor with the slot in the disc brake caliper.

Once aligned, press down firmly to seat the fork on the axle, taking care that the disc brake rotor is properly slotted into the disc brake caliper.

Tighten both axle nuts with the supplied wrench, and lift the front end of the bike up again to ensure that both the front wheel and the disc brake rotor are turning smoothly. If the wheel is crooked or not turning properly, loosen the axle nuts and adjust the position of the wheel on the axle until its running smoothly. Ensure the axle nuts are properly tightened and the safety washers are locked into position on the fork as shown before moving onto the next assembly step (4).



SECTION 2.3: INSTALLING THE FRONT FENDER AND LIGHT

The front fender is installed on the backside of the front fork, and the light on the front of the fork using the same bolt. Locate the bolt in the fork and remove it. Insert the bolt through the light bracket, and then insert the bolt into the fork. Attach the fender bracket to the open end of the bolt on the backside of the fork (5), and loosely secure using the nut. Position both the light and fender to the desired angles and tighten the bolt. Attach the fender side supports to the fork (6). Connect the power cable for the light to the open RED connector to supply power to the front light (7).



SECTION 2.3: INSTALLING AND FOLDING PEDALS

Each pedal is stamped either Left or Right into the end of the pedal axle (8). When you are seated on your bicycle, the left side of the bike is also your left side. The left and right pedals can ONLY be installed on the correct side of the bike, so it is very important to make sure that you have the appropriate pedals for the correct side of the bike to avoid cross-threading and damage to the bicycle crank arms.

To start, hand tighten the pedal into the crank arm, tightening the threads towards the front of the bicycle. The pedal will thread on easily for the first several rotations if installed correctly, without cross-threading. To finish tightening the pedal, use the supplied torque wrench and tighten by inserting it into the end of the axle (9), through the back of the crank arm. Apply an appropriate amount of tension so that the pedal is fully tightened. Repeat this process for the other side of the bicycle.

To fold the pedal when returning the bike to its most compact folded position, push in from the outer end of the pedal until it releases, and then fold the pedal down (10/11). Always take care not to pinch your fingers.

To unfold the pedals push up slightly on the pedal end while holding the sides of the pedal body as it releases. Fold the pedal up until it locks into position (12). Test that the pedal is locked into position by applying slight downward pressure on the outer folding section. Again, always take care not to pinch your fingers.



SECTION 2.5: SADDLE INSTALLATION AND ADJUSTMENT

This bike features a telescopic seat post assembly, with an upper and lower seat post designed to fit a wide range of rider heights (13). To start, drop the lower seat post down to its lowest level, and close the clamp to tighten it. Next, open the upper seat post clamp, and adjust the saddle height to where it is most comfortable. If more height is needed, find a comfortable balance between the lower seat post and upper seat post. Close the clamps to lock them in place (14).

Both the upper and lower seat posts have a "Minimum Insertion Mark" printed onto them (15). These marks must always be BELOW the top of the seat post clamp. If the bicycle is ridden with these marks above the seat post clamp, the seat post can unexpectedly bend or break due to the leverage being placed on it by the weight of the rider. Failure to position either of these seat posts properly can cause injury and/or damage to the bicycle frame or components and void your warranty.



Introducing the Everyday Easy Series Basket



The Easy Series Basket mounts as a front basket or rear carrier, using the flexible mounting points on all Easy Series bikes. All you have to do is figure out what you need to carry around. Easy! Available now at everydaybicycles.ca



SECTION 2.6: INSTALLING THE DISPLAY

The display is designed to sit in the middle of the handlebar, centred over top of the adjustable stem clamp. First, remove the bolts on the display clamp and position it on the handlebar (16). Tighten the bolts carefully until they are snug, but do not overtighten. The display controller is connected to the display. Attach the display controller to the handlebar by removing the bolt, and position it on the left side of the handlebars, in the space between the left grip and the bell. Tighten and secure the bell if necessary.

Connect the power for the display to the open GREEN connector (17). Your electric bike is now ready to power up!



SECTION 3: LCD DISPLAY CONTROLS

TURNING THE BIKE ON AND OFF

To turn the LCD display on, press and hold the Power Button. To turn it off, hold the Power Button for several seconds. If you do not turn off the bike, it will shut off automatically after 10 minutes. If the LCD Display does not turn on, check that the battery is charged and the LCD Display is fully connected. If you have any concerns about any of these steps, or have any questions, please contact us service@everydaybicycles.com or at 855-249-1471.

USING YOUR ELECTRIC BICYCLE

Be cautious as you become accustomed to your Everyday e-bike. There are 5 levels of Pedal Assist. The Pedal Assist should be set at 0 when you're first getting on the bike.

PEDAL ASSIST AND THROTTLE

To change the level of Pedal Assist (1-5 levels), use the Up or Down buttons to choose your preferred level. The maximum assist speed is set at 32 km/h.

The throttle is only active in Pedal Assist levels 1-5. If PAS is set to 0, the throttle will not engage.



MILEAGE OPTIONS

To scroll through Trip, ODO, Max and Average Speed, press the Info button. To reset a value, hold down the Up and Light buttons for 3 seconds.

HEADLIGHT

The headlight can be mounted to the fork of the bicycle, or if you have purchased the Easy Series Basket, the light can be mounted to the front of the basket. To turn the light on or off, use the Light button on the side of the controller.

WALK ASSIST

This function sends a small amount of power to the hub motor when walking the bike. To activate, press and hold the Down button. The disengage Walk Assist, release the Down button. Only use this function while walking the bike, not while riding.

GEARS

This bicycle features 7 speeds. Change gears by using the shifter on the right side of the handlebar. Only shift gears when pedaling. These gears do not require battery power, so if the battery runs out, you can still use these gears and ride like a standard bicycle.

ERROR CODES

If there is an error with the function of the bike an error message will be displayed on the display along with an error code. See the table below for error code definitions. Note: The motor and pedal assist will not run if there is an error code, but you can still ride the bicycle like normal using the bicycle gears.

ERROR CODE	PROBLEM	SOLUTION
E21	No Power	Check wiring for loose or broken connection
E22	Throttle failure	Confirm connection to Battery and Ground wire
E23	Motor failure	Check for power to the Motor
E24	Controller failure	Check for power to the Controller
E25	Electric brake switch failure	Check wiring for loose or broken connection
E30	Sensor not receiving data	Check wiring for loose or broken connection

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or have any questions, please contact us at
service@everydaybicycles.com or at 855-249-1471.**

SECTION 4: BATTERY CHARGING AND CARE

Before you ride your bike, the battery needs to be fully charged for 4-6 hours, or until the light on the battery charger turns from RED to GREEN. The battery is equipped with a quick-check battery life indicator (18). Just press and hold the button on the side of the battery to see the amount of battery left (in green). The charging port and battery power switch is located on the left side of the battery (19). Turning the power switch fully off on the battery is a good safety feature to use in order to avoid accidental start up or inexperienced users accidentally powering the bike up or forward unexpectedly.

Only charge your battery until it's fully charged (charge light turns from red to green). Do not leave it charging overnight. Only use the supplied charger to charge your battery.



To charge the battery:

1. Plug one end of the power cord into a grounded AC outlet, and then plug the smaller end into the bicycle charging port (Fig. 16).
2. While charging, the light on the charger will be RED.
3. When fully charged, the light on the charger will be GREEN.

NOTE: always plug the charger into the wall BEFORE attaching the bicycle end to the bicycle charging port. If the bicycle is plugged into the charger without power present, the charger will show green, even though the battery is not charged.

Please follow these battery safety guidelines:

- Always charge your battery when the bicycle display shows Low Battery.
- Do not overcharge your battery, and do not leave your battery charging overnight.
- Do not use your bicycle if the battery is leaking, overheats, or is emitting a strange odour. Call our Customer Service team immediately.
- If the battery is leaking, do not touch any leaking materials, as the battery contains dangerous substances.
- Do not open the battery and do not insert anything into the battery.
- Only use the supplied charger for this battery. Using another charger can cause serious damage or fire.
- Do not turn on the bicycle while it is charging.
- **For any questions or concerns: call 855-249-1471 / service@everydaybicycles.com**

REMOVING THE BATTERY

The battery can be charged while on the bicycle or removed from the bike to charge separately. To remove the battery, first insert the key into the lock cylinder, turn the release latch on the battery counter-clockwise (20). This will release the lock, and the battery can be removed by sliding it up and out of the frame, off the locking bracket. To replace the battery, slide it back onto the locking bracket, and with the key in the same unlocked position, locks in back into place with a click (21). If you have any concerns about any of these steps, or have any questions, please contact us at service@everydaybicycles.com or at 855-249-1471.



BATTERY INDICATOR

There is a 4 LED charge level indicator on the top of the battery to enable a quick check. Just press the button at the top of the lights, and the battery charge remaining is shown in green.

The battery charge level on the display is indicated by the bars at the top of the display. When all the bars are lit up the battery is fully charged. As the battery is drained, the bars will disappear going to the left.

Each bar is representative of 20% of the expected battery life. Like gas in a car, electric bicycle battery range is predictive depending on rider and environmental factors. Consumption will fluctuate depending on Pedal Assist level, throttle usage, slope, rider weight, speed and ambient temperature.

For the best battery life, charge your battery before it gets to 1 bar, and never leave it charging after the light has turned to green on the charger.



NOTE: If the battery is completely drained, the bicycle can still be used as a normal bicycle until it can be charged again. Gears and bicycle functionality are not affected by a dead battery.

**SECTION 5:
CARE AND MAINTENANCE**

Your Everyday bicycle has been factory-adjusted before shipping, so that you have the best possible experience right out of the box. However, there will be a break-in period where the brake and derailleur cables will stretch and need to be adjusted. This is a completely normal and expected part of bicycle maintenance, and can be easily resolved with adjustments. The easiest adjustment to take up slack from stretched cable is to rotate the barrel adjuster at the brake levers (Fig. 12) or at the rear derailleur (Fig. 13). For more significant adjustments, feel free to contact our Customer Service team at any time. There are also many on-line resources that can help, or please visit your local bike shop for a bicycle tune-up service, which should be performed annually.



Before each ride, please check to make sure that all of the key components of your bicycle are in good working order, and that all of the axle nuts and quick release clamps are properly tightened. Check to make sure that your tire pressure is sufficient, and that all of your display wires are plugged in and working. Check to ensure that your braking system is functioning properly, and that your disc brakes are running smoothly through the caliper. If you have any questions about your bicycle function, please contact our Customer Service team at any time. There are also many on-line resources that can help, or please visit your local bike shop for a bicycle tune-up service, which should be performed annually.

CARE AND MAINTENANCE

DRIVING RANGE

The average range of the bicycle is 40+ kms. However, a lot of factors will affect how far you can go per charge:

- Driving surface: A smooth, flat surface will increase driving distance.
- Weight: More weight means less distance.
- Ambient temperature: Please ride and store the bicycle under recommended temperature, which will increase its longevity and driving distance.
- Maintenance: Timely battery charging and maintenance will increase driving distance.
- Speed and driving style: Maintaining a moderate speed will increase distance. Frequent starting and stopping, acceleration, and deceleration will reduce it.

SPEED LIMIT

The top assisted speed of the bicycle is set at 32 km/h to obey Canadian regulations.

WEIGHT LIMIT

The maximum load is 300 lbs. Going above the maximum weight limit can cause injury or damage the bicycle.

CLEANING YOUR E-BIKE

To clean the bicycle carefully wipe with a damp cloth, then dry with a dry cloth. Do not use water to clean the bicycle, as the electrical and electronic systems may get wet, resulting in personal injury or malfunction of the bicycle. Lube the chain every so often to keep it smooth.

BATTERY

- Keep the bike away from fire and excessive heat.
- To avoid damage to the battery, never subject the bicycle to intense physical shock, severe vibration, or impact.
- Protect the bike from water or moisture.
- Never disassemble the bike or its battery.
- If you have any concerns about any of these steps, or have any questions, please contact us at service@everydaybicycles.com or at 855-249-1471.

SECTION 6: WARNINGS AND SAFE USAGE INSTRUCTIONS

STORAGE

- If you plan on storing the bicycle for a substantial period of time, please make sure you fully charge the battery before storing. The battery should be fully charged once a month after this.
- To protect against dust, cover your bike
- Store your bike indoors, in a dry place and at a suitable temperature.
- You should bring your bike into a warm environment (above 10 degrees Celsius) for charging.
- Do not leave your bike plugged into the charger for long periods of time.

SAFETY WARNINGS

Here are some useful tips to make sure you always have a safe ride:

- Children, the elderly, and pregnant women should not use the bike.
- Do not ride after drinking or taking prescription medication.
- Do not carry items when riding.
- Prior to each ride, inspect each part of your bike to ensure it has been maintained correctly and is functioning properly.
- Always give way to pedestrians.
- Always comply with local traffic laws and regulations. Remember, your bike is a motor vehicle, and is treated as such by local law enforcement. You can and will be arrested for drunk driving. Many cities have restrictions on where you can drive motor vehicles, as well as additional restrictions on driving non-automobiles on streets and highways.
- Be alert to things in front and far away from you.
- Make sure your feet are always placed securely on the pedals.
- The bicycle cannot be ridden by two or more people. Only one person can ride at a time.
- When you ride your bike along with other cyclists, always keep a safe distance to avoid a collision.
- When turning, be sure to maintain your balance.
- Do not allow distractions when riding, such as answering the phone or engaging in any other activities.
- Avoid riding in the rain or on smooth surfaces such as snow or ice.
- Do not ride on roads with obstacles (such as litter, small stones, etc.).
- Avoid riding in narrow spaces or on steep slopes.
- Avoid riding around flammable gas, steam, liquid, or dust that could cause fire.
- Never operate the product barefooted and keep shoelaces tied.
- Riding with improperly adjusted brakes is dangerous and can result in serious injury or death.
- Applying brakes too hard or too suddenly can lock up a wheel, which could cause you to lose control and fall. Sudden or excessive application of the front brake may pitch the rider over the handlebars, which may result in injury or death.

MODIFICATIONS

Do not attempt to disassemble, modify, repair, or replace the bicycle or any components of the unit. This will void any warranty, and can lead to malfunctions which may cause injury.

ADDITIONAL OPERATION CAUTIONS

Do not lift this electric bicycle off the ground while it is in operation and the wheels are in motion. This can result in freely spinning wheels, which may cause injury to yourself or others nearby. Do not jump on or off the bicycle, and do not jump while using it. Always keep your feet firmly planted on the pedals while in operation. Always check battery charge before using.

SECTION 7: WARRANTY

LIMITED 1 YEAR

WARRANTY SERVICE QUALIFICATION

To qualify for warranty service, you must present a copy of the sale receipt from an approved retail partner. If this product is used for commercial or rental use, the warranty is voided.

OWNERS WARRANTY RESPONSIBILITY

As the owner, you are responsible for the proper maintenance and care of this bicycle. You may be denied warranty coverage solely due to your failure to ensure the performance of all scheduled maintenance. As the owner, you should be aware that you may be denied warranty coverage if we have determined that the component failure was a result of abuse, neglect, improper maintenance or unapproved modifications. If you have questions about your warranty, please email our Customer Service team at service@smspdi.com or call us at 855-249-1471.

LIMITATIONS OF LIABILITY

- This Limited 1 Year Warranty is non-transferable after the product's initial sale.
- No unapproved modifications can be made to the product, its performance or otherwise, in order for this Limited 1 Year Warranty to remain in effect.
- No reimbursement is provided for towing, loss of time, loss of use, inconvenience, incidental or consequential damages.
- Warranty is void if weather related water damage is determined. Owner is responsible for storage and protection from weather.
- Everyday Bicycles makes no warranty with respect to products or trade accessories not produced by Everyday Bicycles, including, but not limited to, motors, tires, wheels, and batteries, such products or trade accessories, such items being subject to the original manufacturer's warranty, if any.
- This Limited 1 Year Warranty does not cover minor surface blemishes, rips, tears, or other cosmetic damages due to normal use, or other intentional or unintentional damage to the product.
- This Limited 1 Year Warranty will not cover any damage which results from the application of improper cleaners, solvents or chemicals to the product, water damage, smoke or soot, or from exposure to saltwater, sea breeze or salt.
- This Limited 1 Year Warranty will not cover any damage which results from aging, such as fading of paint, deterioration of plated surfaces, deterioration of rubber or plastics, or rusting.
- This Limited 1 Year Warranty does not cover improper repair or misdiagnoses of problems.
- This Limited 1 Year Warranty only covers parts due to manufacturer defect.
- Damage due to misuse or neglect, use other than as specified in the Owner's Manual, or use under abnormal conditions are not covered by this Limited 1 Year Warranty.

Visit our Everyday Bicycles YouTube channel for technical support videos, product reviews and assembly instructions.



youtube.com/@everydaybicycles



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everydaybicycles.com



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Customer Service

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