

# Xiamen Rizheng Industry Co.,Ltd

## Manager Rollerball Pen Kits Assembly Instructions

### Required Accessories:

- 7mm Pen Mandrel
- 3 piece Bushing Set MNGR-RB-FP-BU
- 27/64" Drill Bit
- Universal Barrel Trimmer
- Sandpaper/Finish
- Glue (Thick CA or Epoxy)

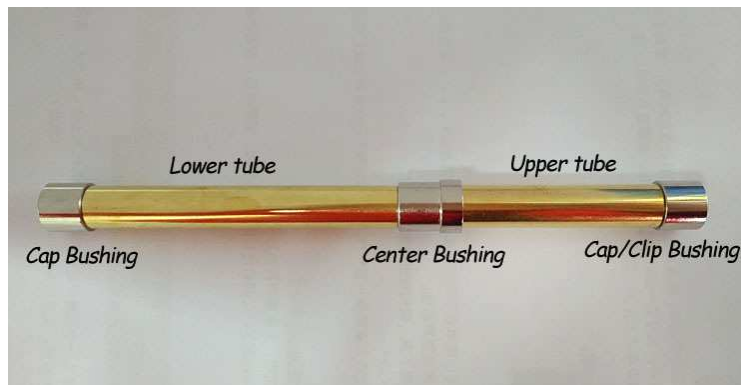


### Preparing the Blank:

- Prepare a master blank of at least 3/4" square. Cut two sections to the length of each tube. (Add 1/16" for trimming)

Mark the center of each blank.

- Drill a centered hole lengthwise through each blank.  
Upper blank (shorter tube)—drill a 27/64" hole through.  
Lower blank (longer tube)—drill a 27/64" hole through.
- Glue each tube in the proper blank. Spread the glue over each tube. Insert the tube into the blank with a twisting motion to spread the glue evenly inside. Center each tube lengthwise inside the blank.
- When glue dries, square the ends of each blank.

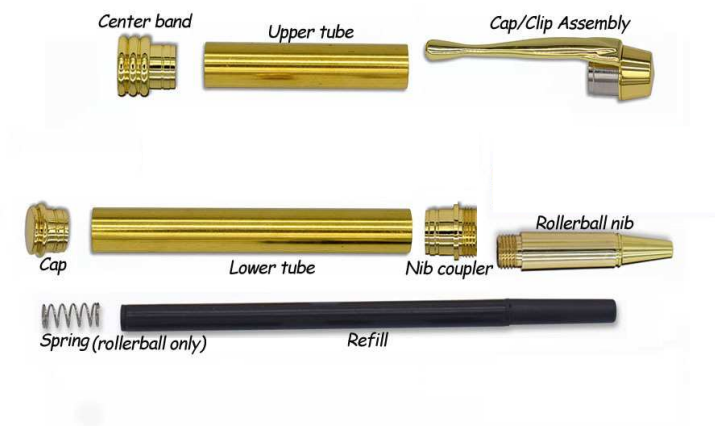


### Turning the Blank

- Mount the bushings and blanks according the 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)
- 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.



## Assembly

NOTE: Line up the components according to the above diagram. The center band, nib coupler, and rollerball nib may be threaded together in the package. Unscrew the parts before assembly.

- Press the cap/clip assembly into the smaller end of the upper tube (shorter tube).
- Press the center band into the larger end of the upper tube.
- Press the flat cap into one end of the lower tube.
- Press the nib coupler into the opposite end of the lower tube.
- Insert the spring, then the ink refill into the lower tube. Thread the rollerball nib into the nib coupler.