



# USER MANUAL

ELECTRIC SCOOTER CITY BOSS R3



Congratulation on your purchase of the electric scooter CITY BOSS.

Design of the electric scooter CITY BOSS fulfills the new vision of ecological world.

After three years of design and development, the focus on every detail, the e-scooter offers no compromises and will become a part of your life.

Enjoy the new experience of riding and return safe home.

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For more information visit [www.cityboss.eu](http://www.cityboss.eu)



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## E-SCOOTER MAIN PARTS



1 Rear brake  
4 LCD display

2 Front and rear light  
5 Accelerator

3 Horn  
6 Handlebar folding mechanism



7 Quick-release clamp  
10 Front suspension  
13 Rear brake

8 Front light  
11 Charger socket  
14 Motor

9 Lock/Release lever  
12 Rear & brake light  
15 Kickstand

## SAFETY INSTRUCTION

1. This device is designed for single use. Do not allow children under 16 to use the scooter. Do not carry any passenger.
2. Always wear safety equipment such as a helmet and shoes.
3. Practice in open space and get familiar with the control method before riding.
4. Do not do stunts or ride the scooter only by single hand. Keep the feet on the device.
5. Do not ride the device on oil or ice.
6. Do not use the device under  $-5^{\circ}\text{C}$ .
7. Do not sink the device into the water depth of 3 cm or deeper. It would cause a short-circuit, fault of the motor or electronic parts.
8. If you do not use the device for longer time, charge the battery to around 60% capacity.
9. Do not use e-scooter on public roads.
10. Before using e-scooter, make sure that you do not violate local laws and regulations by operating it. If you are not sure, contact your local authorities.
11. Check all parts are secured and the bolts are tightened before every ride.
12. Do not make unauthorized modifications to reduce the safety of your device.

13. Regularly check the wear and tear of the product. Replace worn parts immediately.
14. Keep the instructions in the User manual for maintenance and use. Do not disassemble the device yourself.
15. Check the battery status before each trip. If it is low charged, do not start the trip.
16. The device is for personal use only. Commercial use is not allowed.
17. When riding on uneven surface, keep your legs relaxed and your knees slightly bent.
18. Other activities (making calls, listening to music) can significantly reduce your driving attention.
19. Do not exceed max. weight.

### BEFORE THE FIRST TRIP

Before the first trip, check / adjust:

#### Front light

The front light is not factory mounted to a scooter for transport safety reasons. Screw it to the frame, set it to the correct position, and tighten the fixing bolt.

#### Brake lever

Position the brake lever to be convenient for holding and tighten the brake clamp.

#### Display

Loosen the fixing bolts of the display clamp and rotate the display so that it is clearly visible and the throttle lever is handy. Then tighten the fixing bolts again. Remove the protective film from the display.

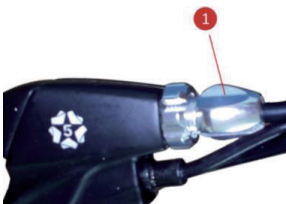
#### Quick-release clamp

The quick-release clamp on the handlebar rod should be adjusted to put a resistance at the closing and to prevent the handlebar rod to slide downwards when pressed from the top. If the clamp is too loose, open it, tighten the nut on the screw axis and close the clamp.

#### Brake

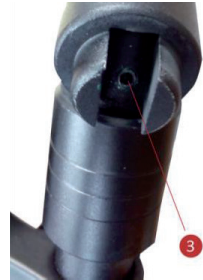
The brake is factory adjusted. If you do not like the settings of the mechanical (drum) brake, you can adjust it - we recommend adjusting it only after a few rides.

The braking intensity is adjusted by the screw on the brake lever (1) or the brake mechanism (2). If you loosen the safety nut and unscrew the bolt, the braking rate will be higher and oppositely. Then tighten the safety nut again (at the brake lever).



## Looseness of handlebar mechanism

The handlebars can have a small space in the folding mechanism. If the mechanism wobbles too much, it can be adjusted with the screw (3) located in the joint of the folding mechanism (when the handlebar is folded, the bolt is visible). By turning the bolt gently outwards it will decrease the space and oppositely. If the bolt is unscrewed too outwards, the handlebars can not be folded down - in this case screw the bolt gently inwards.



## Tire pressure

The optimal tire pressure is 36 p.s.i. / 2.5 bar.

## Battery capacity

Charge the battery to 100% capacity - the LED on the charger lights green.

## UNFOLDING E- SCOOTER

Thanks to the fast and safe folding mechanism, the E-scooter is easily transported and stored.

**STEP 1** Slightly lift steering bar to release weight, open the folding lock (you hear click) and keep unfolding the frame until the bar in folding mechanism is inserted in the second slot (you hear click).



**STEP 2** Push the lever up and lock the folding mechanism.



**STEP 3** Keep unfolding the handlebar upwards until the sleeves lock the folding mechanism (you hear click). Then open the quick-release clamp, adjust the handlebar height and close the clamp.



If the sleeves move rigidly, push the handles upwards while locking the sleeves.

## FOLDING E- SCOOTER

**STEP 1** Open the quick-release clamp, push down the handlebar and lock the clamp.



**STEP 2** Pull out both sleeves to open the folding mechanism and fold the handlebar.



If the sleeves move rigidly, push the handles upwards while pulling the sleeves outwards. You can also lubricate the sleeves.  
Proper sleeve function may only occur after several trips.

You can also adjust the space in the sleeves if the handles wobble too much - see Before the first trip.

**STEP 3** Push the lever down to unlock the folding mechanism.



**STEP 4** Push the steering bar slightly forwards, open the folding lock (you hear click) and keep folding the frame until the bar in folding mechanism is inserted in the second slot (you hear click).



## DISPLAY OPERATION MANUAL



- |                 |   |                              |
|-----------------|---|------------------------------|
| 1 Current speed | 2 Speed level                           | 3 Mode button                |
| 4 Power button  | 5 Accelerator                           | 6 Battery capacity indicator |
| 7 Trip time     | 8 USB port (on the back of the display) |                              |

Displayed values when turned ON

- a/ current speed in km/h
- b/ speed level: 1 - slow; 2 - middle; 3 - fast (last set)
- c/ battery capacity (the indicator varies depending on the current load / power consumption of the engine)
- d/ trip time
- e/ PAS: non zero start activated (when the e-scooter stands, the accelerator does not respond)

### Speed level set

The e-scooter features three speed modes that adjust the speed level. When the display is turned on, the last used speed level is set.

Change the speed level:


1. press the Power button shortly - the speed level number starts blinking on the display
2. press the Mode button shortly to change the speed level
3. to save the desired level, press the Power button shortly or leave the display idle


Press the Mode button shortly and the functions rotate as follows:

- TRIP - single ride distance. Press Mode button long to reset it to zero.
- ODO - total distance traveled in km
- CHA - no function
- VOL - current voltage (it may fluctuate during the ride/load)
- DST - no function
- CH TIME - when switched to this function, the display turns off in 2 hours (time countdown); You may appreciate it while charging a mobile phone from a USB port
- TIME - trip time

When the display is idle for 3 minutes it will automatically turn off (if countdown CH TIME is not activated).

## Cruise control operation

When keeping power / speed for about 6-10 seconds, the cruise control is activated - the symbol  appears on the display. The cruise control keeps the engine power (speed may vary depending on the terrain) even if you do not press the throttle.





The cruise control function is interrupted when pressed any brake lever or throttle - symbol  disappears.

## USB port

On the backside of the display there is a USB port that allows you to power / charge a mobile phone or tablet when the scooter is on.

## Error messages

If the e-scooter is defective, the error symbol may appear on the display:

-  brake error (this symbol is always displayed when the brake lever is pressed - this is not considered an error)
-  motor error
-  throttle error
-  controller error

## Display settings

You can also customize some of the e-scooter functions on the display.

Turn the display on and press simultaneously ON/OFF and MODE buttons for a few seconds.

Press MODE shortly to toggle the function. To adjust the factory preset value, press ON/OFF shortly (the value starts blinking), then shortly press MODE to increase or ON /OFF to decrease the value. To save the set value, leave the display idle for a few seconds.

## Preset factory values

Function	Value	Setting options
P0	8	Tire diameter. There is no need to change.
P1	315	Undervoltage protection. <b>DO NOT CHANGE - the battery can be damaged or destroyed!</b>
P2	18	Display speed adjustment. Higher value = lower speed.
P3	0	Speed measurement method. <b>DO NOT CHANGE!</b>
P4	0	Speed unit. 0 = km/h; 1 = mile/h.
P5	1	Safe-start mode. 0 = the throttle also responds to the standing scooter.
P6	1	Cruise control. 0 = cruise control function is deactivated.
P7	0	Acceleration mode. 1 = very powerful start (not smooth).
P8	100	Max. speed limit. Lower value = lower max. speed.



## BATTERY & CHARGER

Each electric e-scooter CITY BOSS is equipped with a specific battery and a specific charger. Each scooter and parts also have their unique serial numbers.

**Never charge the battery with a different charger which does not belong to the e-scooter!** Otherwise there is a serious risk of battery damage. Our company is not responsible for destroying the battery or charger if used non-original charger.

### Lithium battery

Before the first trip, charge the battery to 100% capacity.

To be sure that you reach your destination, we recommend to charge the battery to full capacity at the latest when the display shows only two degrees while driving.

If you do not use the e-scooter for a long time (for more than 2 months), charge the battery to approx. 60% of the full capacity.

The battery is protected from undercharging. However, when the display shows battery capacity low and the display suddenly turns off while driving, do not turn the display on and do not keep riding with low battery capacity. If the display turns off, it is the signal of undercharge protection. Charge the battery right after the trip - never store the e-scooter with low battery capacity!

If the battery does not charge after connecting to the charger, contact your dealer.

The battery can be damaged by abnormal exposure to water, shocks, etc. In such case the warranty will be void.

Contact your dealer if you notice:

- a strange smell coming from the battery
- that the battery is very hot while riding
- that something appears to be leaking from the battery

### Charger

The sophisticated charger supplied with the e-scooter CITY BOSS automatically disconnects the charger when the battery is charged to 100% capacity - it is equipped with overcharge protection. However, because of the safety and the optimum battery life, it is recommended to disconnect the scooter from the charger once the battery is fully charged.

### Charging procedure

1. Open the protective cap of the charger socket located on the right side of the deck and connect the charger plug.
2. Plug the charger into the wall socket (220 V).
3. The charging process is running until the charger LED light is red. The charging process is completed when the charger LED light turns green - the battery is charged to 100% capacity.
4. Disconnect the charger from the wall socket and the plug from the e-scooter.
5. Close carefully the charger connector with the protective cap.


Always charge the battery in a dry and ventilated environment. Never cover the charger during charging process, otherwise it may get damaged. The charger is only for indoor use. The charger can be damaged by abnormal exposure to water, shocks, etc. In such case the warranty will be void.

### RIDING INSTRUCTIONS

Before the trip

1. Choose an open space.
2. Unfold the e-scooter according to the previous instructions.
3. Adjust the height of the handlebar.

The trip

1. Press long the button ON/OFF , the speed level is set to last used.
2. You can toggle a different speed level according to the road / traffic conditions.
3. The e-scooter is preset to the safe-start mode. Place one foot on the deck, push forward with the other foot. Then press the throttle gently. Tilt your body forwards during acceleration. To gain better stability keep the front foot forwards and the rear foot turned with angle 70-90° to the front one.
4. If you need to slow down or a person or other obstacles appear in front of you while driving, press the brake lever / levers. This disconnects the motor and slows down the e-scooter. Always press the rear brake (the left lever) first. While braking, slightly tilt your body backwards to protect the frame / handle folding mechanism from excessive wear.

Stopping

Hold the brake lever to interrupt the engine power and slow down. Before stopping, put one foot on the ground.  
Avoid emergency braking to prevent from skidding fall, excessive tire wear or unstable riding.

Warning

Do not use the e-scooter in the rain or freezing weather bellow -5°C (the trip distance is reduced by approx. 30% in temperature bellow +5°C). If the road is wet, do not exceed the speed 10km/h and brake gently to prevent from skidding fall.

### MAINTENANCE

Tire

If the tire or inner tube is damaged or worn-out, replace it with a new one. The spare tire or inner tube is available at your vendor. Also check the axle bolts every month if they are fixed.

Replacing the tire or inner tube in the front wheel

1. Make sure the scooter is disconnected from the charger and the display is off.
2. Place the scooter on a high stable surface (on a chair for instance) where it is placed only on its bottom deck so that both wheels are in the air and the scooter is stable.

3. Loosen the nuts on the wheel axis. Remember (take a picture) the exact order and placement of washers on each side of motor axis.
4. Remove carefully the axis and take out the front wheel from the frame.
5. Remove all bolts connecting the rim and take the rim apart.
6. Replace the defective / worn-out tire (inner tube) with a new one.
7. Continue according to the previous steps in reverse order.
8. Inflate the tire to 36 p.s.i. / 2,5 bar.

### Lubrication

Oil the folding mechanism of the handlebar every 3 months - do not use WD40 anti-rust oil. Never lubricate the brake discs.

### Brake

Brake pads gradually wear out. The brake can be adjusted after a certain wear - see section Before the first trip. If the brake pads are worn-out, replace them with new ones - contact your dealer.

### Battery

The battery life time is min. 600 charging cycles. If the worn-out battery is fully charged and yet you only travel half a distance compared to the new battery, replace the battery with a new one.

### Bolts

Check all parts are secured and the bolts are tightened before every ride.

Do not expose longtermly your e-scooter to the sun, frost or very humid environment. Clean the e-scooter after use.

## GENERAL TROUBLESHOOTING

When the e-scooter is not working properly, check if following work has been completed:

- a/ power is turned ON
- b/ battery indicator displays sufficient battery capacity
- c/ not braked
- d/ no error is displayed - see Display operation manual - error messages.

If the above steps are completed and still the e-scooter is not working, contact your dealer.

## BATTERY DISPOSAL

Used batteries may not be disposed of as domestic waste. These are classified as chemical waste and must be disposed of in an environmentally friendly manner. You may place them in the intended collection bins in shops or dispose of them at KCA (minor chemical waste) depots.

## SCOPE OF WARRANTY

The warranty only applies to e-scooter purchased from the CITY BOSS dealer.  
The warranty does not apply to normal wear and tear (battery capacity, tire, etc.).

This limited warranty does not cover any problem caused by:  
a/ commercial use, accident, abuse, neglect, shock, heat or humidity beyond product specifications, improper installation, operation, maintenance or modification.  
b/ any misuse contrary to the instructions in the user manual.  
c/ malfunctions caused by other equipment

The warranty will be void if the product has been disassembled or repaired by an unauthorized person.

To request the warranty service, contact your dealer.

**In case you need to send your e-scooter to service shop, please keep the original packaging.**

The e-scooter CITY BOSS complies with standard ISO 12100:2010, EN 12184:2014 according to the CE directive 2006/42/EC.

## SPECIFICATIONS & PARAMETERS

Output rating	Battery capacity	Rated voltage	Max. distance*	Max. load	Max. speed	Tire size	Net weight	Battery type	Charging time
350 W	10,4 Ah	36 V	30 km	120 Kg	30 Km/h	8"	14,8 kg	Li-Ion	4 - 5 h

\* Depending on factors such as rider's weight, surface (hills), temperature, battery age, tire pressure etc.

