

Bicycle Assembly Completion Checklist

Date: _____

Technician: _____

Bicycle Model: _____

Serial #: _____

☐ Frame inspected for damage, alignment, and integrity

☐ Fork installed and headset adjusted

☐ Handlebars and stem aligned and secured

☐ Front and rear wheels installed and secured

☐ Tires inflated to recommended PSI

☐ Brakes installed, aligned, and tested

☐ Derailleurs installed and shifting adjusted

☐ Crankset, pedals, and chain installed

☐ Seatpost and saddle installed and adjusted

☐ All bolts checked and torqued to manufacturer specs

☐ Accessories (bell, reflectors, etc.) installed

☐ Final safety check and test ride completed

Technician Signature

Date

Note: Ensure all steps are completed before delivering the bicycle to the customer.