



IC Corporation

RECALL NOTICE

**IC CORPORATION RECALL # 04305
NHTSA RECALL # 04V-498**

October 2004

30-Inch Child Restraint Seat Cushion Retention

Dear IC Corporation Bus Customer:

This notice is sent to you in accordance with the requirements of the National Traffic and Motor Vehicle Safety Act. IC Corporation has decided that a defect which relates to motor vehicle safety exists in certain CE, FE and RE model school buses.

The 30-inch child restraint seat cushion retention may not retain the seat in all circumstances. In the event of a sudden stop, the seat cushion may tip forward and may become unattached causing the passenger to slide off the seat and/or be trapped by the seat cushion. This action could possibly result in personal injury or death.

The affected buses were built from March 25, 1998 through August 24, 2004. The vehicle identified on the enclosed card fits this description and our records show you as the owner of this vehicle. This recall does not affect the use of the fold down child safety seat.

INTERIM PRECAUTIONS UNTIL REPAIR COMPLETED:

Do not use the seats for seating passengers until the recall has been remedied. Seats that have the turn buckle on the underside of the seat at the wall side properly applied can be used for seating the proper passenger size in the child safety seats.

REPAIR PROCEDURE:

Your dealer will make this correction for you at no cost. Contact your dealer to make the arrangements to repair your unit.

If you desire to make this repair yourself, return the **“AUTHORIZATION FOR RECALL SERVICE”** card with box # 8 checked and our Compliance Department will ship the parts directly to you at no charge. Please verify that your shipping address is correct. A Post Office Box (P.O. Box) number for shipping is not acceptable. We must have a street or road address. You may also obtain these parts by calling our Compliance Department at 1-800-843-5615, faxing to 1-501-505-2433 or emailing to kathy.anders@ic-corp.com. The last eight characters of the VIN of each unit to be repaired must be included.



WARNING:

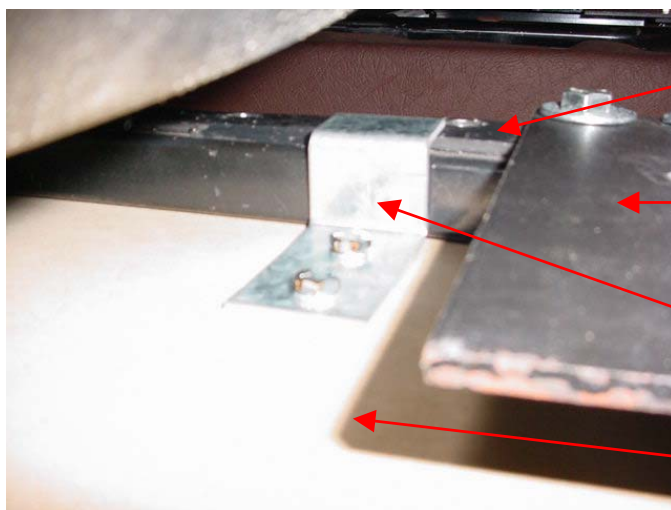
To prevent serious eye injury, always wear safe eye protection when you perform vehicle maintenance or service.

REPAIR PROCEDURE: (CONTINUED)

Follow the steps below to make this repair.

1. Make sure that the cushion is in place and snug against the sidewall of the bus.
2. Using the metal Z-shaped clip, hold in place against the rectangular rear longitudinal bar and the board on the bottom side of the seat cushion. Leave about 1-inch between edge of clip and seat frame reinforcement plate.
3. Mark the locations of the fastener holes in the Z-shaped clip on the seat cushion board.
4. Release the turnbuckle located on the wall side of the seat cushion.
5. Remove the seat cushion to drill holes and add clinch nuts.
6. Drill two 5/16 diameter holes at the locations marked in the prior step. You may want to use the Z-shaped clip as a guide for checking the location of the holes. When drilling these holes use caution not to penetrate beyond the thickness of the board, which is about 1/2 – inch, to prevent damage to the seat cover.
7. Remove the staples that hold the seat cover to the board in the area where the holes were added to allow placing of the T-nuts.
8. Place one T-nut in each drilled hole from the cushion side of the board. They do not have to be pressed into the board. When the z-shaped clip is installed, the T-nuts will set themselves.
9. Replace the seat cover material and staple back in place.
10. The turnbuckle on the aisle side of the cushion must be turned with the handle side pointing to the aisle. This will provide clearance at the retaining end of the turnbuckle with the seat frame tube.
11. Return seat to the proper position, which requires the seat cushion to be tight against the wall of the bus.
12. Using two (2) 1/4-inch bolts with 1/4-inch lock washers, secure the z-shaped clip to the board using the T-nuts just installed. These bolts must be inserted into the nut insert that was just installed.

The seat cushion is now secure to the seat frame.



Rectangular support is located in rear portion of seat cushion frame.

Reinforcement on aisle side of seat frame.

Z-shaped clip installed approximately 1-inch from reinforcement plate.

Under side of seat cushion.

LABOR:

Labor Operation Number	Description	Time (Hours)
A40-04305-1	Time to repair one (1) seat in one unit and file paper work	0.5 (1/2 hour)
A40-04305-2	Time to repair two (2) seats in one unit and file paper work	0.7 hours
A40-04305-3	Time to repair three (3) seats in one unit and file paper work	0.9 hours
A40-04305-4	Time to repair four (4) seats in one unit and file paper work	1.1 hours
A40-04305-5	Time to repair five (5) seats in one unit and file paper work	1.3 hours
A40-04305-6	Time to repair six (6) seats in one unit and file paper work	1.5 hours
A40-04305-7	Time to repair seven (7) seats in one unit and file paper work	1.7 hours
A40-04305-8	Time to repair eight (8) seats in one unit and file paper work	1.9 hours
A40-04305-9	Time to repair nine (9) seats in one unit and file paper work	2.1 hours

PARTS:

<u>PART NUMBER</u>	<u>PART DESCRIPTION</u>	<u>QUANTITY</u>
180020	1/4-20 x 3/4-inch bolt	2 required per seat
120380	1/4 lock washer	2 required per seat
90902200	T-nut 1/4 -20	2 required per seat
2211130C1	Z-shaped clip	1 required per seat

RECALL CLAIMS:**For Repairs Performed By Customer or Non Authorized Dealers**

To assist in processing the recall, it is important that you provide an invoice with the following information.

VIN #; **Recall Campaign #;** **Facilities Repair Labor Rate;**
Labor Operation Number;

All correspondence must be returned to IC Corporation, PO Box 6000, Conway, Arkansas, 72033, Attn: Compliance Department.

WHAT YOUR DEALER WILL DO

If you prefer, your dealer will repair your vehicle free of charge. We estimate that our dealers will have instructions to remedy this defect by October 20, 2004. Please make arrangements with your dealer for repair on a mutually agreed upon date.

If you are the lessor of this vehicle(s), this notice must be forwarded to the lessee within 10 days.

IF YOU NEED HELP

If the dealer does not remedy this condition without charge on the mutually agreed upon date, you can obtain assistance by calling IC Corporation's Compliance Department at the toll free number listed below. You may also wish to submit a complaint to the Administrator of the National Highway Traffic Safety Administration if you believe that IC Corporation or its dealer has failed to remedy the vehicle without charge, within a reasonable time, which is no longer than 60 days after you first tender to obtain repair. Submit your complaints to 400 Seventh Street, S.W., Washington, D.C. 20590, or call the toll-free Auto Safety Hotline at 1-888-327-4236.

If you have questions concerning this notification, please contact an authorized dealer or our Compliance Department at 1-800-843-5615. You may locate your nearest dealer by calling 1-800-993-7686 or you may call our Compliance Department.

We request your prompt attention in the correction of this defect and apologize for any inconvenience it may have caused.

IMPORTANT

In the event you no longer own the vehicle described, please fill in the requested information on the enclosed postage-prepaid card and return it to us. This information will allow us to notify the correct owner.