

VW New Beetle Convertible

Top Hydraulics Removal Instructions

Provided by Michael L. (a happy customer)

Version 1.0 – Comments and corrections are welcome and appreciated.



Use as a guideline only – apply common sense, be careful, and wear protective gear!
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2010 New Beetle Convertible

Removal of Passenger Side Rear Trim Panel

– Similar procedure may be used for Driver's side with appropriate adjustments.

1. Remove Rear Seat bottom.
 - a. Pull up on front, seat will pivot toward you.
 - b. Lift rear of seat to vertical position.
 - c. Disconnect Seat Bottom Rod from interface on car body (See Photo 1).
 - i. Remove by pulling both Rods toward the middle. You may have to do them one at a time.
2. Remove both Rear Headrests.
 - a. Pull up on each Headrest, they just come off.
3. Remove the (2) Rear Seat Belt Latches by removing the fasteners.
4. Remove Rear Seat Back.
 - a. Remove the Center Armrest by pulling down, then out.
 - b. Remove (3) screws that secure the Sea Back at bottom of seat (See Photo 2).
 - c. Pull up on Seat Back. May need to move from side to side as the Seat Back is lifted up.
5. Disconnect Rear Seatbelt connection at the side of the Trim Panel being removed (See Photo 3).
6. Disconnect Front Seat Belt from lower connection, Rod at the Sill Plate area.
 - a. Remove (1) Fastener (See Photo 4).
 - b. Pull up on Rod to allow removal of the Front Seat Belt lower connection.
7. Remove Passenger Side Trim Panel.
 - a. Remove Fastener at upper right corner of Trim Panel (See Photos 5 & 6).
 - b. Pull back along right side of Trim Panel – (2) snaps (See Photos 6 & 7).
 - c. Pull up and back along the front portion of the Trim Panel (along Door Jam) – USE CARE TO PREVENT DAMAGE TO TRIM PANEL.
 - i. Separate from Sill Plate first.
 - ii. Using plastic trim removal tool, pull the front edge of the trim panel away from the Door Jam area and detach from body.
 - d. Pull up on Trim Panel BUT DO NOT REMOVE – MUST DISCONNECT VARIOUS ITEMS.
 - e. Disconnect Speaker (if so equipped).
 - f. Disconnect Red Lanyard from hook at top of Trim Panel (See Photo 8).
 - g. Disconnect the Trim Panel Sliding Door Cable from Rod End using a screwdriver to pull off Rod End (See Photo 9) – 2010 BEETLE DOES NOT HAVE FOLDING DOORS. EARLIER MODELS ARE SLIGHTLY DIFFERENT, ACTUATION RODS WILL NEED TO BE DISCONNECTED.

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- h. Disconnect the Sliding Door Cable from mount – NOTE LOCATION ON THREADED PORTION OF CABLE FOR REINSTALLTION.
- i. Feed the Front Seat Belt through the Trim Panel to allow it to be removed.
- j. Feed the Rear Seat Belt through the rear portion of the Trim Panel to allow it to be removed.
- k. Remove Trim Panel from car.

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Removal of Convertible Top Hydraulic Cylinder from Passenger Side

– Similar procedure may be used for Driver’s side with appropriate adjustments
(No Microswitch).

1. Verify Trim Panel has been removed.
2. Verify Top is in the up position.
 - a. Shaft of Hydraulic Cylinder will be retracted. This will prevent possible damage to the surface finish which is critical to the shaft’s ability to seal. Be VERY careful not to scratch or mar the shaft!
3. Disconnect the Microswitch from the connector (See Photo 3).
 - a. Connector is at the lower right area under the Top Latching Mechanism.
4. Disconnect the (2) other restraining points for the Microswitch Wire.
5. Disconnect the Hydraulic Lines from the Cylinder (See Photos 10, 11 & 12).
 - a. Place a towel or section of plastic under Cylinder area to catch any potential clips that could fall inadvertently.
 - b. Carefully cut the Zip Tie that secures the Hydraulic Hose to the rear portion of the Cylinder (See Photo 12).
 - c. Remove each Hose Retainer Clip using small pliers and pull away from the connection in a sliding manner – NOTE THESE MAY NEED TO BE MOVED BACK AND FORTH TO ENABLE REMOVAL. BE PATIENT. USE CARE NOT TO DAMAGE HYDRAULIC LINE, CONNECTION FITTING OR TOP OF CYLINDER PORT.

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- d. Cover the ends of the Hose Fittings using a section of plastic bag and Zip-Tie. Provide additional covering as appropriate.
 - i. Remove the front portion of Microswitch that is clipped over Hydraulic Cylinder Rod End (See Photos 14 – 18).
 - ii. Remove Zip Tie – If present.
 - iii. Open the Rod End interface by opening the latching mechanism.
 - iv. Spread open the Switch rod end interface to allow access to Rod End.
6. Separate the Rod End from mount on vehicle (See Photos 15 & 19).
 - a. Remove the metal C-Clip on the Rod End using a screwdriver of appropriate size – USE TAPE OR OTHER METHOD TO KEEP CLIP CAPTIVE IN CASE DURING REMOVAL IT EJECTS FROM THE ROD END.
 - b. Separate the Rod end from mount on vehicle.
7. Disconnect Rear Mounting Bracket from vehicle (See Photo 10).
 - a. Remove (2) Fasteners on rear mount.
8. Remove the Hydraulic Cylinder from vehicle.
 - a. Cover each Fitting Port using appropriate methods for protection.
9. Remove Hydraulic Cylinder from Rear Mount (See Photo 13).
 - a. Remove "C" Clip from Shaft.
 - b. Remove Shaft.
 - c. Pull Cylinder from Rear Mount.
 - d. Reinstall Shaft to Rear Mount and secure with "C" Clip.

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Removal of Convertible Top Hydraulic Cylinder

Microswitch (Passenger Side Only)

Verify Trim Panel has been removed

1. Verify Top is in the up position.
 - a. Shaft of Hydraulic Cylinder will be retracted. This will prevent possible damage to the surface finish which is critical to the shaft's ability to seal. Be VERY careful not to scratch or mar the shaft!
2. Disconnect the Microswitch from the connector (See Photo 3).
 - a. Connector is at the lower right area under the Top Latching Mechanism.
3. Disconnect the (2) other restraining points for the Microswitch Wire.
4. Remove the front portion of Microswitch that is clipped over the Hydraulic Cylinder Rod End (See Photos 14 – 18).
 - i. Remove Zip Tie – If present.
 - ii. Open the Rod End interface by opening the latching mechanism.
 - iii. Spread open the Switch rod end interface to allow access to Rod End.
5. Carefully slide the Microswitch toward the front of the vehicle – BE CAREFUL AND PATIENT TO PREVENT ANY DAMAGE TO FRONT HYDRAULIC LINE AND FITTING.
6. Pull Microswitch away from the Hydraulic Cylinder and remove from vehicle.

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Photos

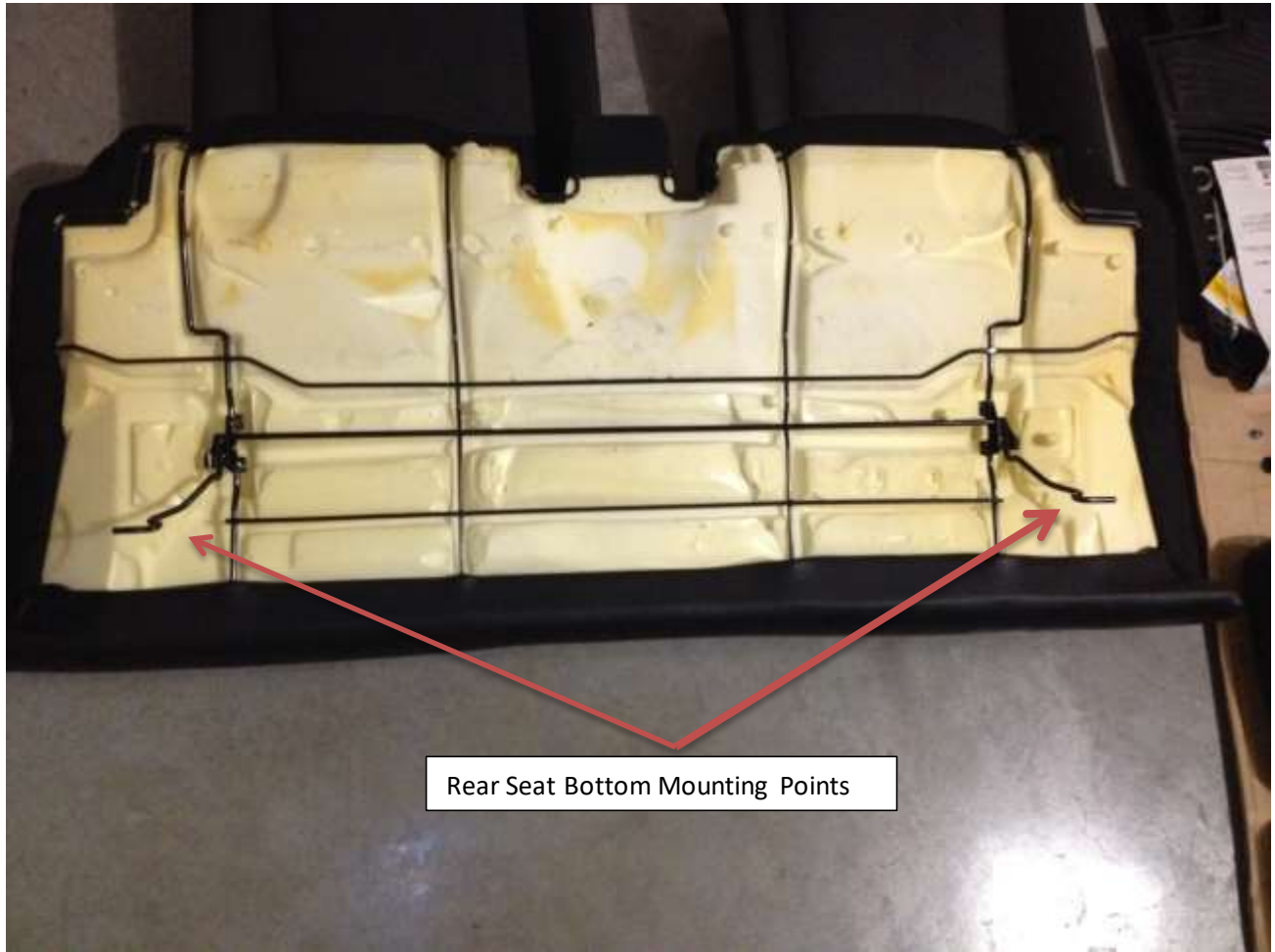


Photo 1

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Photo 2

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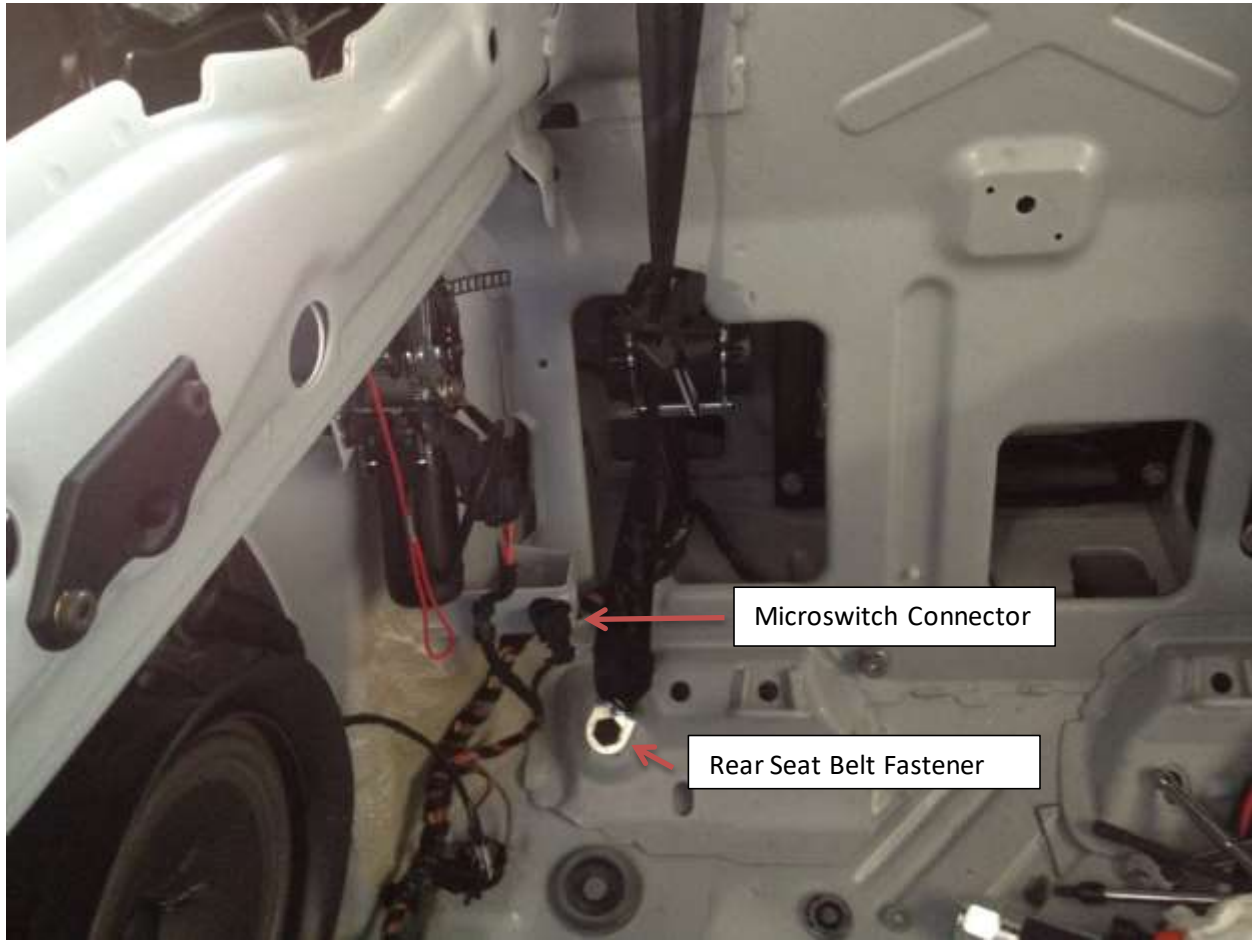


Photo 3

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Front Seat Belt Fastener

Photo 4

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Photo 5

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Photo 6

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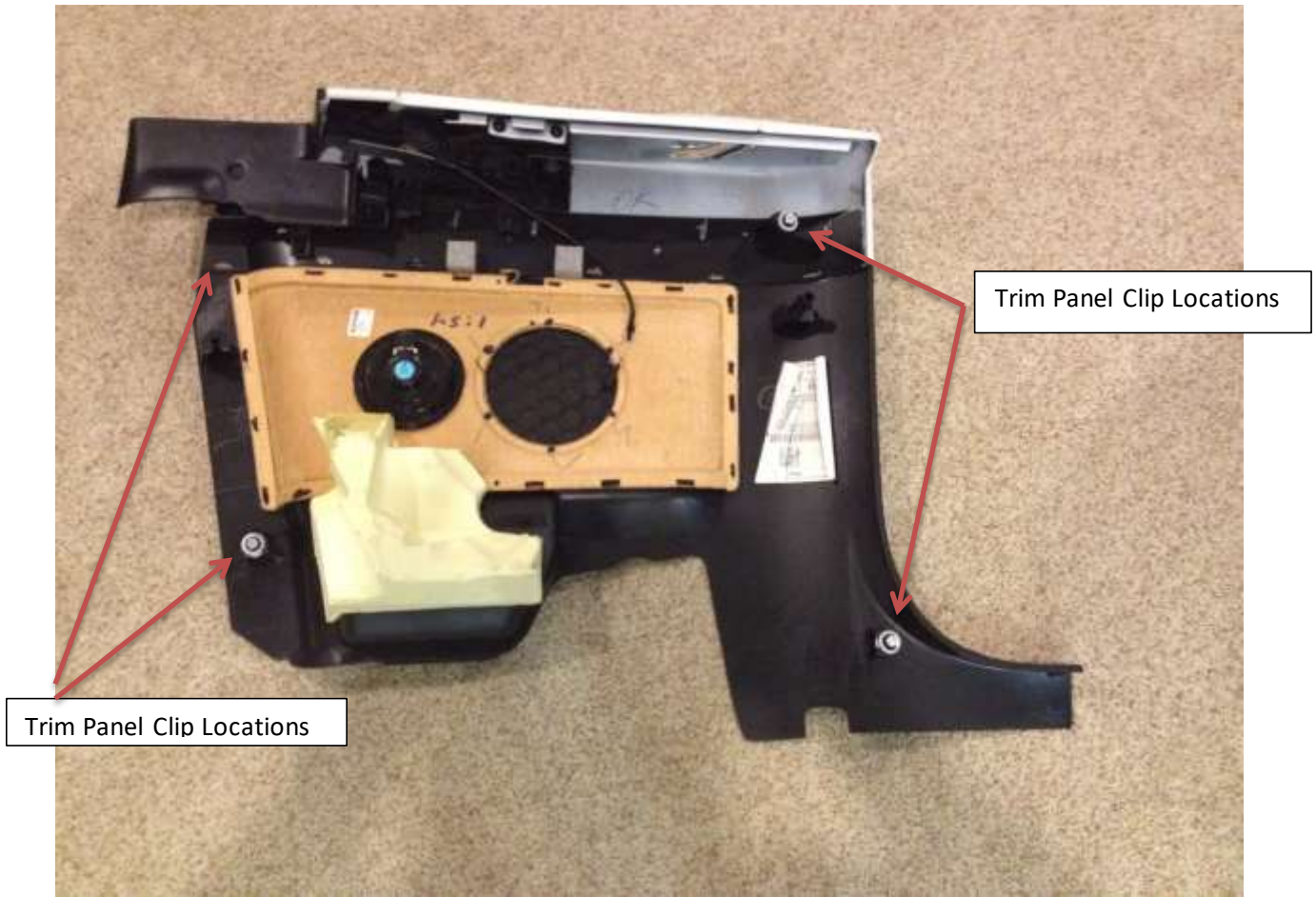


Photo 7

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Photo 8

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Photo 9

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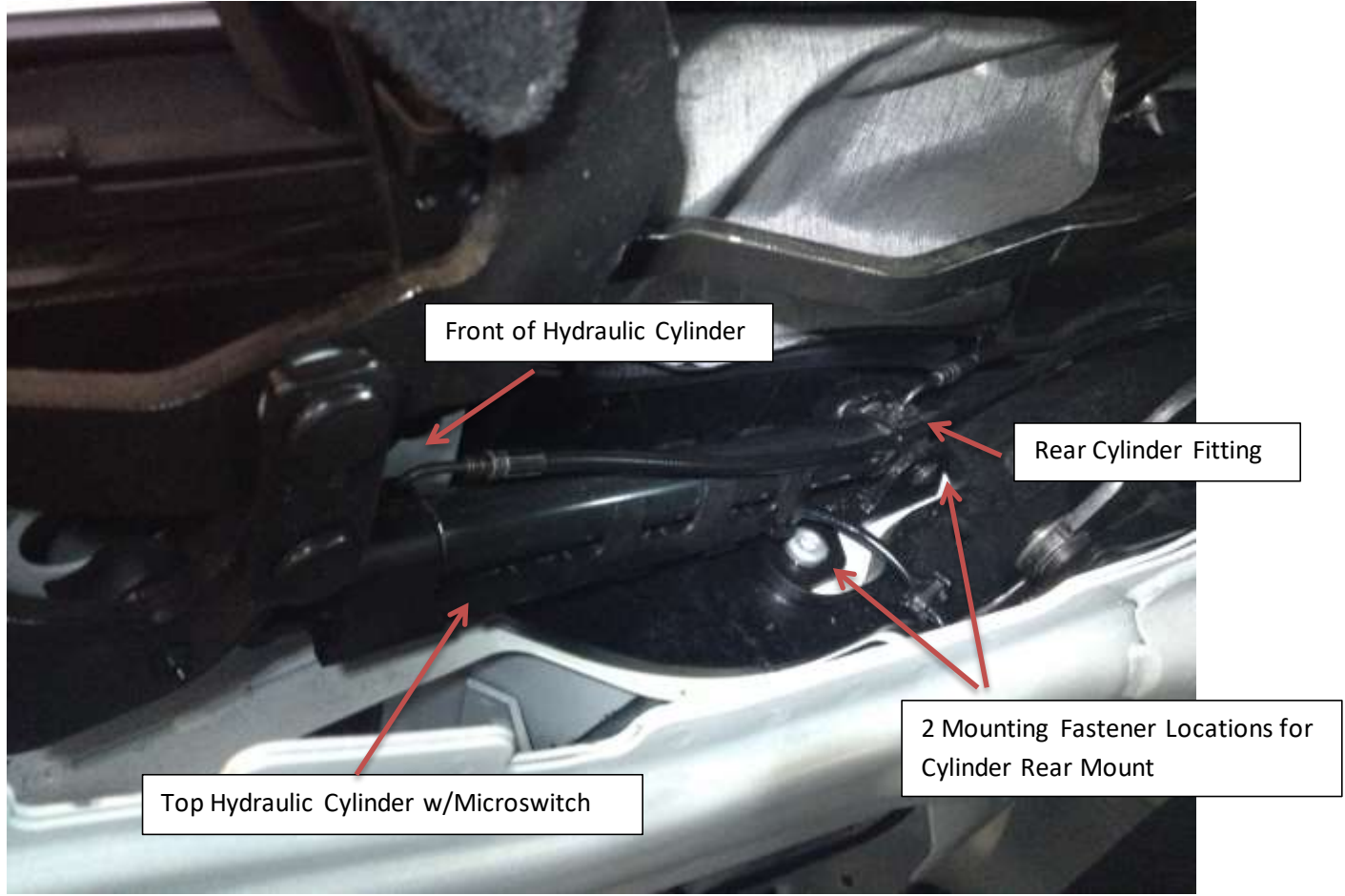


Photo 10

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Photo 11

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Photo 12

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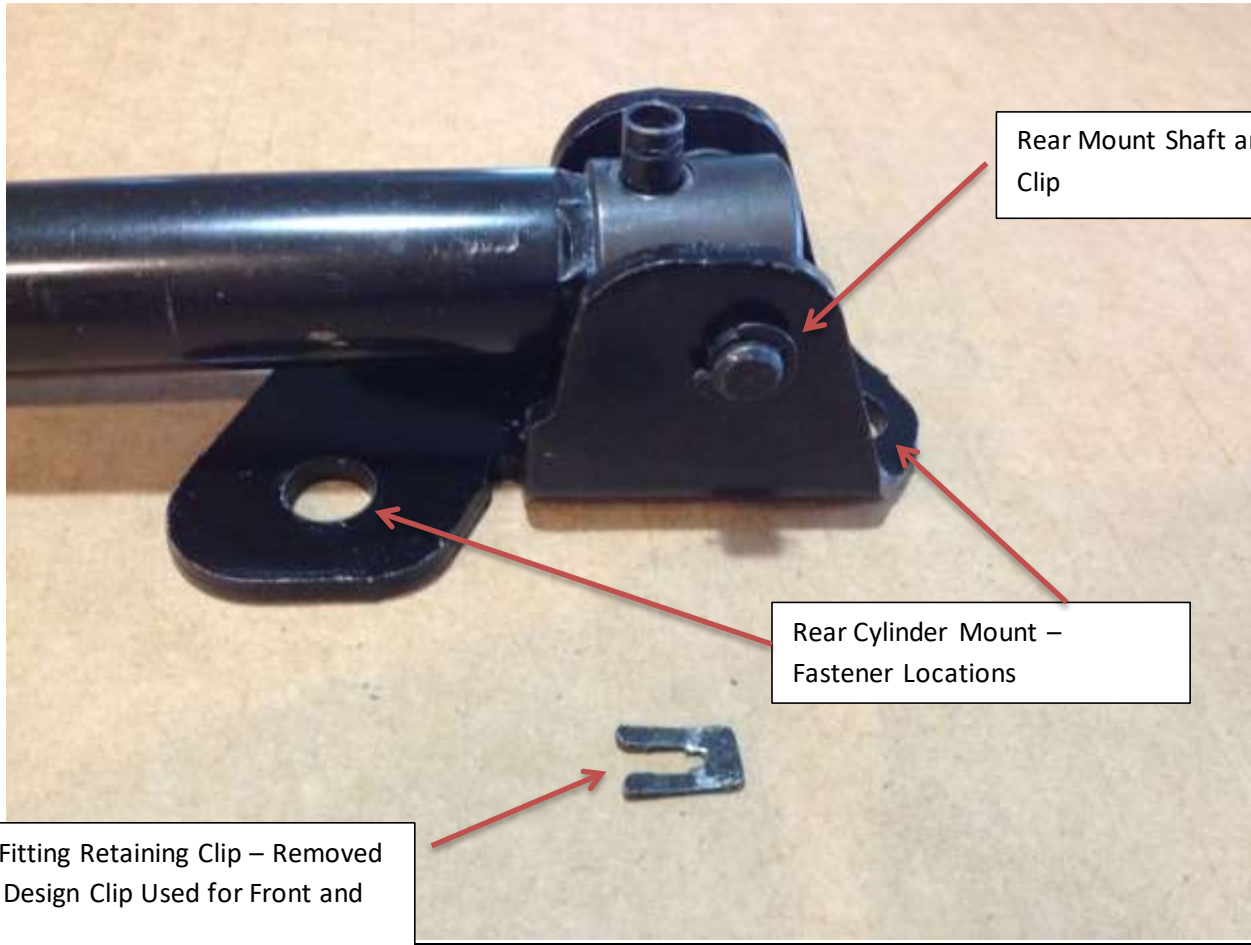


Photo 13

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Photo 14

MicroSwitch Connection at Rod End – Closed Position

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Photo 15

MicroSwitch Connection at Rod End – Open Position

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Photo 16

Microswitch Side View

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Photo 17

Microswitch Partially Removed – Rod End Connection Open

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Photo 18

Hydraulic Top Cylinder and Microswitch - Separated

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Photo 19

Clip on Rod End of Hydraulic Cylinder

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